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# ANNUAL REPORT

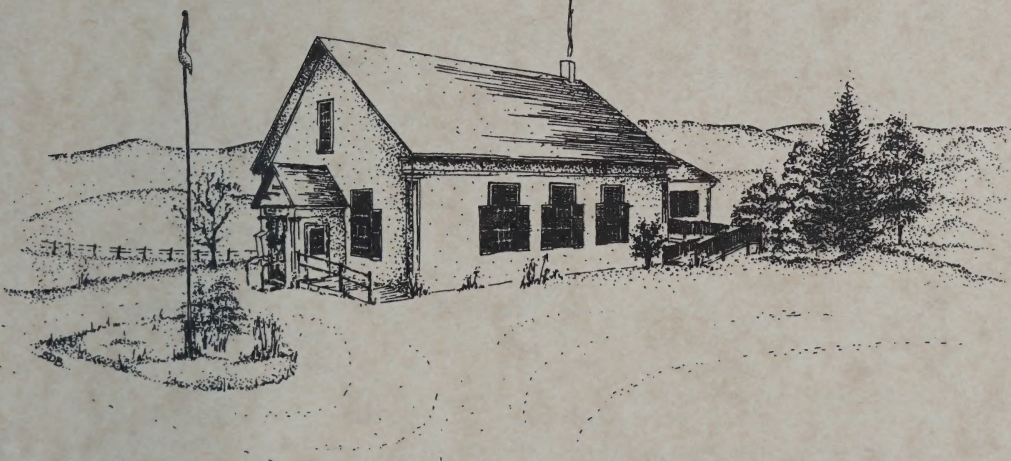
for the Town of

## LYMAN, N.H.

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CONCORD, NH



Year Ending December 31, 2002





**Town of Lyman, New Hampshire**

**ANNUAL REPORT**

**of the Town Officers**

**Year Ending December 31, 2002**

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# **WELCOME TO LYMAN**

## **Town Offices**

All meetings and offices are located at the Town Hall Building.  
65 Parker Hill Road, Lyman, NH 03585

## **Office of Selectpersons**

Administrative Assistant - Terry Simpson

Open to the public, Monday, Tuesday, Wednesday, 8 - 3

Monday evening, 6-8 PM

Additional office hours are designated for office and computer work.

Phone: 838-5900; & Answering Machine. Fax: 838-6818.

Selectpersons meet each Monday at 6 PM

unless advertised otherwise, meetings are open to the public.

## **Board of Selectpersons**

James Locke, Chairman - (2004) - 838-5522

Brett Presby - (2005) - 838-6689

Betty Ann Emerson - (2003) - 838-6747

## **Town Clerk/Tax Collector**

Loretta Locke, Phone: 838-6113

Office Hours: Monday 8 - 11:30 & 1 - 4; evening by appointment;

Tuesday 8 - 2, Wednesday 8 -12, Thursday 8 - 12.

**(Due to health reasons, please call ahead)**

## **Planning Board**

Meets the first Wednesday of the month at 7 PM.

For appointment/information contact the Administrative Assistant.

## **Road Crew**

Road Agent/John "JB" Boynton, 444-4152

Town Garage: 838-5246

Located at 225 Dodge Pond Road, Lyman, NH 03585

## **Town Meeting**

Held the second Tuesday in March. To vote, your name must be on the checklist. Contact Katharyn Girouard, Checklist Supervisor, 838-6342. Notices providing information as to when the Supervisors meet for additions and corrections are posted at the Town Offices and published in the White Mountain Shopper which is delivered in your mail, and the Courier. You may register to vote the day of an election.

**\*ALL LEGAL NOTICES ARE FOUND IN THE  
WHITE MOUNTAIN SHOPPER AND LITTLETON COURIER**



### **School Meeting**

Held in March. If your name is on the Town Checklist, you are eligible to vote at the Lisbon Regional School Meeting.

### **Permits**

Building permits, needed for all expansions or building of buildings, driveway permits, and pistol permits may be obtained through the Selectpersons' Office.

### **Fire Permits**

Contact Brett Presby, Warden: 838-6689.

### **Cutting Wood & Excavation**

Intent to Cut forms AND Intent to Excavate forms may be obtained through the Selectpersons' Office.

**Dog License:** Due each April. See Town Clerk   **Vehicle Registration:** See Town Clerk.

### **\*EMERGENCIES: DIAL "911"**

**Be prepared to give your assigned house number and road name.**

### **Ambulance**

Ross Ambulance Service, Littleton: 444-5377

### **Fire**

Lisbon Fire Department: 838-2211

### **Police**

New Hampshire State Police: 846-5517

and

Grafton County Sheriff: 787-6911

### **Mail**

Lisbon Post Office: 838-2881

### **School**

Lisbon Regional: 838-6672

Representatives: Frada Kaplan: 838-6756 and Dee McKown: 838-6205

### **Trash Disposal**

Obtain permit sticker and trash bags at the Town Office

Dump Hours: Saturday 8-3; Sunday 8-12; Wednesday 1-5 (Lisbon Landfill)

### **\*Town Address Numbering System, "911 numbers" (Adopted 1996)**

All properties with primary buildings shall display the assigned number so as to be readily visible from the road. All numbers must be at least 3" in height and be in the Arabic form. (0,1,2,3, etc.). For further information or for an assigned number, please contact the Town Office at 838-5900.

## TOWN OFFICIALS AND EMPLOYEES

### Board of Selectpersons

James Locke, Chairman	(2004)
Betty Ann Emerson	(2003)
Brett Presby	(2005)

### Planning Board

(5 residents of Lyman RSA 673:2, II (b))  
(3 yr. term RSA 673:5, II)

Betty Ann Emerson	(ex officio/2003)
Allen Gombas	(2003)
John Jaehn	(2005)
Larry Haley	(2005)
Roberta Aldrich	(2004)

### Board of Adjustment

(5 residents of Lyman RSA 673:3, I)  
(3 yr. term RSA 673:5, II)

(Vacant)	(2005)
Suzanne Simano	(2003)
(Vacant)	(2003)
(Vacant)	(2004)
Marie Smith	(2004)

### Administrative Assistant

Terry Simpson

### Moderator

Milton Presby (2004)

### Animal Control Officer

Byron "Joe" Aldrich

### Road Crew

John "JB" Boynton, Road Agent  
Daniel Wright, Road Crewperson

### Bookkeeper

Lisa Mackenzie

### Tax Collector

Loretta Locke (2004)  
Lisa Mackenzie, Deputy Tax Collector

### Town Clerk

Loretta Locke (2004)  
Lisa Mackenzie, Deputy Town Clerk

### Treasurer

Celine Presby      Appointed (2004)

### Ballot Clerks

Vacant	Wanda Hubbard
Nancy Labbay	William Fahey

### Cemetery Committee

Perry Williams	Betty Ann Emerson
James Locke	Sue Grugnale

### School Board

Frada Kaplan	(2004)
Dee McKown	(2005)

### **Conservation Commission**

William Simpson (2004)

Larry Schieman (2005)

Robert Chenevert (2006)

### **Supervisors of the Checklist**

James Madru (2004)

Annie Baker (2005)

Katharyn Girouard (2003)

### **Drug & Alcohol Testing Supervisor/Safety Coordinator**

Terry Simpson

### **Election Official**

Loretta Locke

### **Trustees of the Trust Funds (3 yr. term RSA 31:22)**

Cinnamon Grant Appointed (2004)

Roberta Aldrich (2005)

Jackie Hubbard (2003)

### **Emergency Management Director**

Board of Selectpersons

### **Welfare Officer**

Terry Simpson

### **Forest Fire Warden**

Brett Presby

### **Handicap Coordinator**

Terry Simpson

### **Health Officer**

Board of Selectpersons

The Selectpersons meet every Monday 6-8 PM at the Town Office, (Meetings are open to the public) unless advertised otherwise. The Planning Board meets by appointment the first Wednesday of the month at 7 PM. (Appointments may be made with the Administrative Assistant). All additional meetings or changes are published in the Courier and the White Mountain Shopper and/or posted at the Grange Hall and Town Office as required.



# The Lyman Highway Garage

Built in 2002

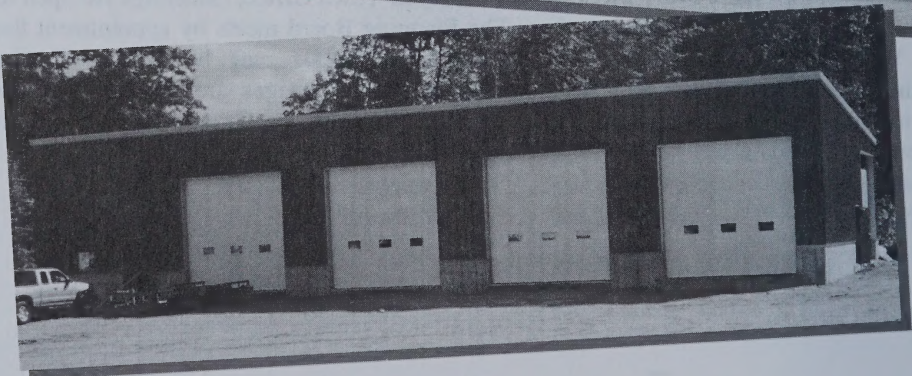
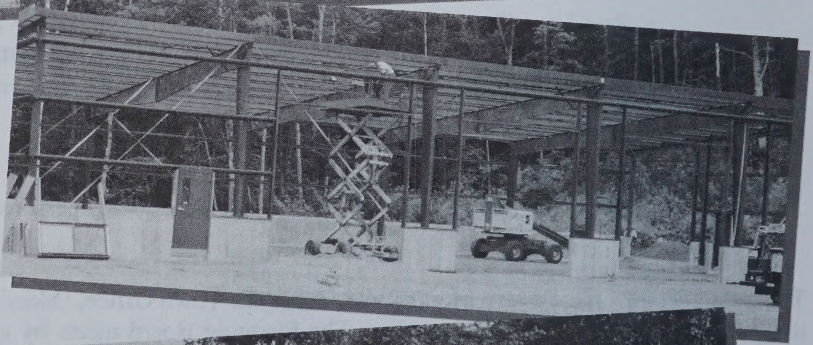
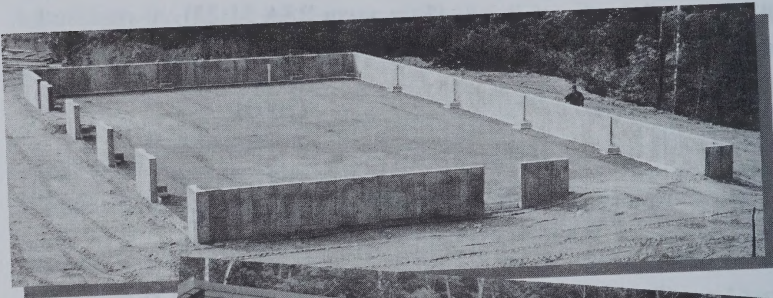
## ~ Mission Accomplished ~

Now located at 225 Dodge Pond Road, the new Highway Garage is the operation center for our Road Crew.

Dodge Construction was in charge of the construction from start to finish. Selectman, Brett Presby maintained continued communication with all those involved in the project.

The Board gratefully acknowledges a great job done by Frank and his team. Our special appreciation to the office staff at Dodge Construction, Karen and Jan, for their diligent attention to detail and customer satisfaction.

Thank you, Lyman taxpayers — you made this major accomplishment possible!





## ANALYSIS OF HIGHWAY GARAGE PROJECT

### REVENUE

Bond Proceeds		\$105,253.00
Transfer from Trust Funds		
Land and Building Improvements	\$87,992.92	
Land Purchase	<u>9,022.20</u>	<u>97,015.12</u>
Use of Fund Balance as Voted		30,000.00
Use of Fund Balance to Cover Shortfall		
From Capital Reserve Fund		<u>7,156.88</u>
Total Project Revenue		<u><u>\$239,425.00</u></u>

### EXPENDITURES

Construction Costs		
Dodge Excavating		\$237,955.50
Fenoff Sand & Gravel		1,016.50
Administration Costs		
Far North Designs		25.00
Calkins Portable Toilets		<u>428.00</u>
Total Project Expenditures		\$239,425.00

\*2003 Highway Garage Loan Expense \$14,364.30  
(Principal \$10,550.30, Interest \$3,814.00)

## RESULTS OF THE 2002 WARRANT

To the Inhabitants of the Town of Lyman, in the County of Grafton, and the State of New Hampshire, qualified to vote in the Town affairs:

You are hereby notified to meet at the Town Hall in said Town on TUESDAY, the TWELFTH day of MARCH 2002; polls to open at ELEVEN O'CLOCK in the morning and will not close before SIX O'CLOCK in the evening in said Town Hall, to act on Article 1, the remaining Articles to be considered at SEVEN THIRTY O'CLOCK in the evening.

**ARTICLE 1.** To choose all necessary Town Officers for the ensuing year.

This Article was voted upon during the day with the results as follows:

For Selectman:

Moscicki, Stephen .....	17
Presby, Brett .....	67

For Moderator:

Girouard, Spencer.....	11
Murro, Ronald .....	7
Presby, Milton R.....	3

(Spencer Girouard refused to serve as Moderator and Ronald Murro also refused because he is moving from town. Milton Presby accepted the position.)

For Planning Board Member:

Delli-Colli, Roger.....	29
Haley, Larry.....	48
Jaehn, John A. ....	38
Yawger, J. Bryson .....	12

There were two positions to be filled for Planning Board Member so Lawrence Haley and John Jaehn was elected to these positions.

For Supervisor of the Checklist:

Capron, Helen.....	17
Hubbard, Wanda.....	5
Girouard, Kathy.....	3
Presby, Mildred .....	2

For Trustee of the Trust Fund:

Aldrich, Roberta.....	11
Hubbard, Jackie .....	6

At the close of the polls, the Moderator gave the results to the residents and voters of the Town.

At 7:30 P.M. the Moderator proceeded to read the warrant articles that would be discussed and voted upon during the business meeting.

**ARTICLE 2.** To see if the Town will vote to raise and appropriate the sum of \$240,000.00 (gross budget) to construct and equip a new highway garage facility, and to authorize the issuance of not more than \$105,253.00 of such bonds or notes in accordance with the provisions of the Municipal Finance Act (RSA 33) and to authorize the Selectmen to determine the rate of interest and other terms of bonds or notes; further, to



authorize the withdrawal of \$96,015.00 from the Land and Building Improvement Fund established for this purpose; further to discontinue the Land Purchase Capital Reserve Fund and apply the balance in that fund of up to \$8,732.00 for this same purpose; finally, to raise and appropriate the balance of \$30,000.00 from the Town's undesignated fund balance (surplus). (The Selectmen recommend this appropriation.) (2/3 ballot vote required)

Katharyn Girouard made the motion to accept Article 2 as written. Frada Kaplan seconded this motion.

Article 2 was voted upon by paper ballot. There were 61 Yes's and 10 No's. Needed for 2/3 majority vote (47). Article 2 was passed by a two-thirds majority vote.

**ARTICLE 3.** To see if the Town will vote to raise and appropriate the sum of \$226,018.00 as may be necessary to defray Town charges for the ensuing year. (Majority vote required)

Executive .....	\$41,646.00
Election, Reg., Vital Statistics .....	37,983.00
Financial Administration.....	29,382.00
Legal Expenses.....	2,500.00
Planning & Zoning.....	1,225.00
General Government Buildings .....	22,650.00
Cemeteries.....	3,250.00
Insurance not otherwise allocated .....	9,897.00
Advertising & Regional Assoc. ....	2,000.00
Other General Government .....	2,500.00
Ambulance .....	1,545.00
Fire .....	15,000.00
Emergency Management.....	2,500.00
Solid Waste Disposal .....	30,925.00
Admin. & Pest Control.....	650.00
Health Agencies .....	950.00
Welfare Administration.....	350.00
Parks & Recreation .....	250.00
Library.....	300.00
Patriotic Purposes.....	85.00
Other Culture.....	1,000.00
Conservation .....	-0-
Principal on Long Term Notes.....	9,100.00
Interest on Long Term Notes .....	1,830.00
Interest on TAN.....	8,000.00
Other Debt Service.....	500.00

Nancy Labbay made the motion to accept Article 3 as written.  
Helen Capron seconded this motion.

After the Moderator polled the voters, Article 3 was passed by a majority vote.

**ARTICLE 4.** To see if the Town will vote to raise and appropriate the sum of \$201,250.00 for maintenance, expenses, salaries, supplies and equipment for the Highway Department for the ensuing year. (Majority vote required)

Highway Administration .....\$81,000.00  
Highway Maintenance..... 120,250.00

Edith McKown made the motion to accept Article 4 as written.  
Carolyn Murro seconded this motion.

After discussion of this Article, the Moderator polled the voters and Article 4 was passed by a majority vote.

**ARTICLE 5.** To see if the Town will vote to raise and appropriate the sum of \$500.00 to be added to Trust Funds previously established. (Recommended by the Selectmen)

Lyman Forest Fire Equipment & Maintenance Fund .....\$500.00

Ardell Worchel made the motion to accept Article 5 as written.  
Robert Chenevert seconded this motion.

Brett Presby, Forest Fire Warden explained what this fund was for. When the voters were polled, Article 5 was passed by a majority vote.

**ARTICLE 6.** To see if the Town will vote to raise and appropriate the sum of \$13,000.00 to be added to Capital Reserve Funds previously established. (Recommended by the Selectmen.)

Highway Vehicle Fund .....\$10,000.00  
Highway Equipment Fund ..... 3,000.00

Nancy Labbay made the motion to accept Article 6 as written.  
Helen Capron seconded this motion.

It was explained that the Select Board felt that they should place \$10,000 in the Highway Vehicle Fund as the one ton truck has had a lot of problems and that it should be replaced as soon as possible. After more discussion of the Article the Moderator polled the voters and Article 6 was passed by a majority vote.

**ARTICLE 7.** To see if the Town will vote to raise and appropriate the sum of \$40,000.00 from the Town's undesignated fund balance (surplus) to be added to the Capital Reserve Funds previously established. (Recommended by the Selectmen.)

Major Lyman Road Improvement Fund .....\$10,000.00  
Revaluation Fund ..... 30,000.00

Carolyn Murro made the motion to accept Article 7 as written.  
Lawrence Haley seconded this motion.

After discussion of Article 7, the Moderator polled the voters and Article 7 was passed by a majority vote.

**ARTICLE 8.** To see if the Town will vote to adopt the provisions of RSA 41:14-a that will grant the Selectmen the authority to acquire or sell land, buildings, or both; provided, however, they shall first submit any proposed acquisition or sale to both the Planning Board and to the Conservation Commission for review and recommendation by those bodies, and after recommendations from both bodies, they shall hold 2 public hearings in accordance with RSA 41:14-a.

Edith McKown made the motion to accept Article 8 as written.  
Milton Presby seconded this motion.



It was explained that RSA 41:14-a just went into effect. It would eliminate some of the problems that the Board of Selectpersons have had in previous years.

It was stated that in the past when land had come up for sale, and might have had gravel on it, word got around before the Select Board could act upon it and the land was bought before they could bring it up before a Town Meeting. After more discussion, the Moderator polled the voters and Article 8 was passed by a majority vote.

**ARTICLE 9.** To see if the Town will vote to authorize the Selectmen to join, on behalf of the Town, the Pemi-Baker Solid Waste District. (Recommended by the Board of Selectmen.)

Will Huntington made the motion to accept Article 9 as written.

Edith McKown seconded this motion.

It was explained that Lisbon would be going with the Pemi-Baker Solid Waste District and if we wanted to stay with Lisbon we would have to vote for this also.

It also was stated that there would be 19 towns involved and with this larger area, there would be more outlets for recycling.

Article 9 was passed by a majority vote when the Moderator polled the voters.

**ARTICLE 10.** To see if the Town will vote to discontinue completely, pursuant to RSA 231:43 the following Class V town roads known as the Birch Road, Gold Mine Road, "OK Place", King's Road, Olde Man's Road, Sugarway, Echo Ledge Road, and Ott Road. (Inserted by Petition.) (Not Recommended by the Selectmen.)

David Carbonneau made the motion to accept Article 10 as written.

Helen Capron seconded this motion.

There was a lot of discussion about these Class V town roads. After more discussion, Sarah Cloutier made the motion to move the question. Spencer Girouard seconded this motion. When the Moderator polled the voters, there were 12 in favor of throwing up the roads and 49 against throwing up the roads. Article 10 did not pass.

**ARTICLE 11.** To transact any other business that may legally come before the Meeting. Given under our hands and seal this fifteenth day of February 2002.

Given under our hands and seal this fifteenth day of February 2002.

(The Lyman Board of Selectmen)

Under this Article the Selectpersons stated that Celine Presby was giving some awards on behalf of the Town.

She presented a plaque to Loretta Locke for serving over 25 years as Town Clerk and to Terry Simpson for serving 15 years as Administrative Assistant. Yvonne Booth was presented with a bouquet of flowers for having served as Ballot Clerk for over 30 years. They received a standing ovation from the people who attended the meeting.

The motion was made by Robert Chenevert to adjourn the meeting.

Spencer Girouard seconded this motion.

The meeting was adjourned at 9:45 PM.

(A more detailed copy of the minutes is filed at the Town Clerk's office).

A TRUE COPY, ATTEST  
Loretta R. Locke, Town Clerk

## SUMMARY INVENTORY OF ASSESSED VALUATION

### VALUE OF LAND ONLY:

Current Use (*16,293.160 acres)	\$ 1,756,557.00
Residential (1426.500 acres)	<u>9,484,419.00</u>

TOTAL TAXABLE LAND (17719.660 acres)	\$11,240,976.00
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VALUE OF BUILDINGS ONLY	<u>17,205,250.00</u>
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TOTAL OF TAXABLE BUILDING	17,205,250.00
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PUBLIC UTILITIES from Section A	<u>1,028,678.00</u>
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TOTAL OF TAXABLE PUBLIC UTILITIES	<u>1,028,678.00</u>
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TOTAL VALUATION BEFORE EXEMPTIONS:	29,474,904.00
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Modified Assessed Valuation All Properties	29,474,904.00
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TOTAL DOLLAR AMOUNT OF EXEMPTIONS	<u>90,000.00</u>
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NET VALUATION FOR MUNICIPAL TAX RATE	29,384,904.00
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LESS PUBLIC UTILITIES	<u>-1,028,678.00</u>
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NET VALUATION FOR STATE TAX RATE	\$28,356,226.00
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### TAX CREDITS

Disabled Veteran Tax Credit	2	\$ 2,800.00
War Service Tax Credit	<u>34</u>	<u>3,400.00</u>

TOTAL NUMBER AND AMOUNT	36	\$ 6,200.00
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UTILITY SUMMARY	Valuation
Connecticut Valley Electric Company	\$ 18,602.00
New England Electric Transmiss	76,874.00
New England Hydro-Trans. Corp.	388,309.00
New England Power Co.	20,747.00
New Hampshire Electric Co., Inc.	67,335.00
Public Service Co. of NH	<u>456,811.00</u>

TOTAL VALUATION OF ALL ELECTRIC COMPANIES	\$1,028,678.00
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### \*Current Use Statistics

Acres	Valuation
Farm Land.....1,439.470 .....	\$ 329,679.00
Forest Land .....14,565.560 .....	1,422,647.00
Unproductive .....24.000 .....	343.00
Wetlands .....264.130 .....	3,888.00
Total Current Use.....16,293.160 .....	\$1,756,557.00



**STATEMENT OF APPROPRIATIONS  
TAXES ASSESSED AND TAX RATE  
SALES ASSESSMENT RATIO**

**Town**

Gross Appropriations	\$720,768.00
Less: Revenues	(577,402.00)
Less: Shared Revenues	(2,655.00)
Add: Overlay	5,139.00
War Service Credits	<u>6,200.00</u>

Net Town Appropriation \$152,050.00

Special Adjustment .00

Approved Town Tax Effort 152,050.00

**Municipal Tax Rate** **\$ 5.19**

**School Portion**

Net Local School Budget	.00
Regional School Apportionment	721,983.00
Less: Adequate Education Grant	(181,409.00)
Less: State Education Taxes	<u>(147,840.00)</u>

Approved School(s) Tax Effort 392,734.00

**Local Education Tax Rate** **13.42**

**State Education Taxes**

Equalized Valuation (no utilities) x	5.80
25,489,717.00	147,840.00
Divide by Local Assessed Valuation (no utilities)	
28,236,925.00	
Excess State Education Taxes to be Remitted to State	.00

**State School Rate** **5.24**

**County Portion**

Due to County	42,192.00
Less: Shared Revenues	<u>(373.00)</u>

Approved County Tax Effort 41,819.00

**County Tax Rate** **1.43**

**Total Rate**

**25.28**

Total Property Taxes Assessed	734,443.00
Less: War Service Credits	(6,200.00)
Add: Village District Commitment(s)	.00
<b>Total Property Tax Commitment</b>	<b><u>\$728,243.00</u></b>

Sales Assessment Ratio Used for 2002 - **104%**

**Proof of Rate**

		Tax Rate	Assessment
Net Assessed Valuation			
<b>State Education Tax (no utilities)</b>	\$28,236,925.00	<b>\$ 5.24</b>	\$147,840.00
<b>All Other Taxes</b>	\$29,265,503.00	<b>20.04</b>	<u>586,603.00</u>
			\$734,443.00

## 2002 TAX EDUCATION RATE CALCULATION

### Analysis of Values Assigned to Local and Cooperative School District(s)

	Elementary	1 <sup>st</sup> Coop	2 <sup>nd</sup> Coop	Total
Cost of Adequate Education	.00	\$329,249.00	.00	\$329,249.00
% of Town's Cost of Adequate Education	0.0000%	100.0000%	0.0000%	<b>100%</b>
Adequate Education Grant	.00	181,409.00	.00	<b>181,409.00</b>
District's Share - Retained State Tax*	.00	147,840.00	.00	147,840.00
<b>"Excess" State Taxes</b>				.00
<b>Total State Taxes</b>				\$147,840.00
Local Education Tax*	.00	392,734.00	.00	\$392,734.00

#### **\*Pay These Amounts to School(s)**

The cost of an adequate education is determined by the Department of Education based on weighted average daily membership in residence in each school district. Each school district's percentage of total is then calculated. Each percentage is then multiplied by the Town's share of the state education tax amount to allocate a portion of the state education taxes to each school district.

The difference between the adequate education for each school district and each school district's share of the state education taxes becomes the adequate education grant for each school district.



## SCHEDULE OF TOWN PROPERTY

Town Hall/Office Building & Land	\$121,300.00
Furniture & Equipment	50,000.00
Highway Department Buildings & Land	260,000.00
Vehicles, Equipment & Supplies	235,000.00
Inventory of Highway Vehicles & Equipment	
1972.....Caterpillar ..... Grader.....	2G1064
1988.....Caterpillar ..... Backhoe.....	C05336
1993.....Ford L800 ..... Truck .....	A01688
1997 .....Chevrolet..... One Ton Truck .....	024701
1997.....Fiat/Hitachi ..... Wheel Loader.....	542779
1999.....Sterling..... Truck .....	B15894
Pressure Washer, Rock Rakes, Plows, Sanders	
1985.....Morbark ..... Chipper	
Cemetery/Ground Maintenance	
Equipment      1999      Husqvarna Riding Law Mower	
Husqvarna Push Mower	
Utility Trailer	
Grange Hall Community Assoc. Building & Land	56,350.00
Furniture & Equipment	3,000.00
Mitchell Park (land only)	2,300.00
Former Tomlinson Lot (Map 172/Lot 71)	
By tax deed (02-27-1990, recorded 10-03-2000)	1,750.00
Former Froelich Lot (Map 51/Lot 17)	
By tax deed (2445/351) (12-27-1999)	9,000.00
Forest Fire Equipment	
(Including 1952 Strickland M100 Utility Trailer, 10235)	800.00

## TOWN CLERK

To the Voters of the Town of Lyman:

I herewith submit my annual report of the financial doings of my office for the year 2002.

Auto Tax Permits Issued for 2002.....	\$81,955.00
Dog License Fees for 2002.....	1,156.00
Dog License Penalties .....	111.93
Vital Statistics.....	81.00
Titles .....	120.00
Civil Forfeiture .....	100.00
Setting Poles .....	10.00
Penalty (Insufficient Fund Check) .....	<u>25.00</u>
Total Receipts	\$83,558.93

Respectfully submitted,  
Loretta R. Locke, Town Clerk

## TAX COLLECTOR

Fiscal Year Ended December 31, 2002

### DEBITS

	2002	Levies of 2001	2000
Uncollected Taxes - Beginning of Fiscal Year:			
Property Taxes	\$	\$95,985.96	\$1,016.38
Land Use Change		1,500.00	
Yield Taxes		1,192.64	
Excavation Activity Tax		483.60	
Taxes Committed This Year:			
Property Taxes	732,016.13		
Excavation Material Tax	67.16		
Land Use Change	18,570.00		
Yield Taxes	11,529.34		
Overpayment:			
Property Taxes	4,326.13	408.57	
Interest Collected on Delinquent Tax	<u>1,411.99</u>	<u>9,537.04</u>	<u>          </u>
<b>TOTAL DEBITS</b>	<b>\$767,920.75</b>	<b>\$109,107.81</b>	<b>\$1,016.38</b>

### CREDITS

Remitted To Treasurer During Fiscal Year:			
Property Taxes	\$643,629.82	\$ 61,849.11	\$
Excavation Material Tax	67.16		
Land Use Change	12,570.00	327.86	
Yield Taxes	10,707.81	951.60	
Excavation Activity Tax		481.37	
Interest	1,411.99	9,537.04	
Tax Lien		34,772.47	
Excess Debits	191.58	16.22	
Abatements Made:			
Property Taxes	37.92		
Uncollected Taxes End of Year:			
Property Taxes	92,482.94		1,016.38
Land Use Change	6,000.00	1,172.14	
Yield Taxes	<u>821.53</u>	<u>          </u>	<u>          </u>
<b>TOTAL CREDITS</b>	<b>\$767,920.75</b>	<b>\$109,107.81</b>	<b>\$1,016.38</b>

# SUMMARY OF TAX SALE/LIEN ACCOUNTS

Fiscal Year Ended December 31, 2002

## DEBITS

	2002	Levies of		Prior
		2001	2000	
Unredeemed Liens Balance Beginning of Fiscal Year	\$	\$34,970.76	\$14,531.66	\$2,255.09
Liens Executed During Fiscal Year	38,275.86			
Excess Debits/(credits)	(1.20)	(0.92)	0.03	
Interest & Costs Collected After Lien Execution	<u>749.43</u>	<u>3,653.84</u>	<u>4,569.77</u>	<u>865.06</u>
TOTAL DEBITS	\$39,024.09	\$38,623.68	\$19,101.46	\$3,120.15

## CREDITS

Remitted To Treasurer: Redemptions	\$ 9,252.59	\$21,207.05	\$14,527.63	\$2,255.09
Interest & Costs (After Lien Execution)	749.43	3,653.84	4,569.77	865.06
Unredeemed Liens End of Year	<u>29,022.07</u>	<u>13,762.79</u>	<u>4.06</u>	<u>          </u>
TOTAL CREDITS	\$39,024.09	\$38,623.68	\$19,101.46	\$3,120.15



## **TREASURER**

Fiscal Year Ended December 31, 2002

The Town's "General Fund" account with New Hampshire Deposit Investment Pool earned \$1,152.10 in interest. The account balance as of December 31, 2002 was \$35,707.24. (Interest rates varied from 1.01% to 1.68%.)

The "Lyman Housing Improvement Program" account saw a balance of \$14,607.44 at the close of December 31, 2002.

The Town borrowed one sum of \$300,000.00 from the Woodsville Guaranty Savings Bank at the interest rate of 3.0% per annum. The single Tax Anticipation Note was issued March 26, 2002 and paid December 10, 2002 in the amount of \$306,189.04.

The Town also borrowed one sum of \$105,253.00 for the construction of the Highway Garage from the Woodsville Guaranty Savings Bank at the interest rate of 3.0% per annum. A single payment of \$1,470.65 for interest was paid on December 26, 2002. This note was then converted to a 10 year loan to be paid annually at the interest rate of 3.625% per annum.

Respectfully submitted,  
Celine Presby, Treasurer

## TREASURER'S BALANCE SHEET

Beginning of Year 2002		\$192,347.15
		Selectmens' Orders Paid (-)
Month	Receipts (+)	
January .....	\$ 22,185.83	\$ 69,306.49
February .....	25,739.93	56,325.94
March .....	57,300.78	130,179.23
April .....	337,093.24	80,172.96
May .....	21,875.62	50,490.40
June .....	70,226.46	130,195.79
July .....	190,962.58	145,613.98
August .....	57,891.65	163,259.86
September .....	19,717.05	133,610.17
October .....	97,606.27	69,845.59
November .....	356,954.54	84,703.80
December .....	<u>338,297.81</u>	<u>463,043.22</u>
Totals	\$1,595,851.76	\$1,576,747.43
Beginning Balance		\$ 192,347.15
+ Total Receipts		<u>+1,595,851.76</u>
Subtotal		1,788,198.91
-Total Orders Paid		<u>-1,576,747.43</u>
Year End Balance		\$ 211,451.48

Always bear in mind that the "receipts" column includes:

- Money transferred periodically from the Town's General Fund Account with the New Hampshire Deposit Investment Pool (NHDIP).
- Income from the Tax Lien Sale (August): Paid by the Town to the Town's Tax Collector for the purpose of "buying up" outstanding property taxes.

Respectfully submitted,  
Celine Presby, Treasurer

## SUMMARY OF RECEIPTS

(Pre-Audit)

### From Tax Collector:

Property Taxes, Current Year, 2002	\$639,542.57
Property Tax Interest, 2002	274.94
Yield Taxes, Current Year, 2002	10,707.81
Yield Tax Interest, 2002	15.85
Property Taxes, Previous Years	108,523.19
Property Tax Interest, Previous Years	12,853.19
Tax Lien Procedure (Tax Sale)	34,772.47
Interest	2,317.39
Costs and Fees	1,437.50
Yield Tax, Previous Years	951.60
Yield Tax Interest, Previous Years	26.86
Land Use Change Tax, Current Year, 2002	12,570.00
Land Use Change Tax, Previous Years	327.86
Land Use Change Tax Interest, Previous Years	172.14
Registry of Deeds	112.00
Overpayments/Overdeposits	4,486.04
Excavation Material Tax	67.16
Excavation Activity Tax	481.37
Excavation Activity Tax Interest	7.95
Insufficient Check Charge Redeemed	25.00
Insufficient Check	-1,112.01

### From Town Clerk:

Motor Vehicle Permits	81,955.00
Motor Vehicle Titles	120.00
Dog Licenses	1,156.00
Dog License Penalty	111.93
Research and Vital Statistics	36.00
Marriage Licenses	45.00
Filing Fees	2.00
Setting Poles	10.00
Overpayments/Overdeposits	64.00
Civil Forfeitures	100.00
Insufficient Check	-337.00
Insufficient Check Redeemed	337.00
Insufficient Check Penalty	25.00

### From The State of New Hampshire:

Highway Block Grant	70,534.58
Revenue Sharing	5,653.84
Rooms and Meals	14,137.90
State Aid Landfill Grant 2001 Revenue	22,110.63



From Other Sources:

PRIMEX (was compensation funds of NH)	29.59
Selectmen's Office	207.94
Planning & Zoning Board	358.00
Pistol Permits	130.00
Trash Bags and Dump Stickers	674.50
Lyman Share of Recycling	7,235.02
Fire Reimbursements	2,471.97
Miscellaneous Including Cemeteries	1,571.00
Tax Anticipation Note	300,000.00
Transfer from Trust Funds	102,035.12
Transfer from NHDIP Fund	50,000.00
Less Wire Transfer Fees	-30.00
Less Return Check Fees	-6.00
Loan for Highway Garage	105,253.00
NOW Account Interest	1,298.17
	<hr/>
	\$1,595,851.76

Submitted by,  
Celine Presby, Treasurer

## DETAILED STATEMENT OF PAYMENTS (Pre-Audit)

A.D. Sanel, Inc.	\$ 29.38
Alex Vailas	181.39
Alexander Hamilton Institute	135.45
Allan Gombas, FF Deputy	57.54
Anthony Ploskonka	384.26
Aspen Publishers, Inc.	119.62
AT&T	736.16
B & R Diesel Repair	2,107.75
B-B Chain Company	26.00
Bath Postmaster	1,105.20
Berlin Spring, Inc.	1,857.78
Betty Ann Emerson	178.77
Blue Book Values	237.00
Bradley Santy	1,396.00
Brett Presby, FF Warden	150.62
Brian Santy, FF Deputy	67.73
Business & Legal Reports, Inc.	107.42
Business Management Systems, Inc.	60.00
Bryon Aldrich	250.00
Calco, Inc.	22,106.60
Calkins Portable Toilets, Inc.	428.00

Canelas Truck & Equipment	157.50
Cargill Inc. - Salt Division	19,605.61
Carolyn Grant	22.84
Celine Presby	173.70
Celine Presby, FF Deputy	31.26
Central Building Supply	137.61
Charlebois Truck Parts, Inc.	972.20
Charles Gabriel	8.36
Clayton Doubleday	260.00
COAF/Financial Services	8.00
Commercial Tire	711.75
Daniel A. Wright	164.25
Daniel Byrnes	7.10
David Peterson	14,735.00
David Taylor	250.43
Deluxe Business Systems	250.43
Dodge Contracting	238,548.00
Donald Crowe	11.50
E-Z Steel & Fabrication	111.50
Exectrolux Warranty Corp	133.30
Eugene Withan	9.54
F.C. Menchin	2,420.00
F.M. Piper Printing LLC	37.50
Far North Designs	25.00
Fenoff Sand & Gravel	1,477.25
Francis J. Dineen & Co.	190.00
Francis Jones	9.95
Frederick A. Erb, D.V.M.	90.00
G. Neil Direct Mail, Inc.	54.92
Gateway Motors, Inc.	372.50
Grafton County Registry/Deeds	201.26
Grafton County Registry/Deeds	78.00
Grafton County Senior Citizens	200.00
Grafton County Sheriff's Department	48.75
Grafton County - Tax	42,192.00
Gregg Maydonney	34.36
H.R. Direct	33.40
Harrison Publishing House	1,540.00
Hewlett-Packard Company	84.00
Highway Steel	6,500.00
Hill-Martin Corporation	560.92
Holt Harrison	1,600.00
Hospice of Littleton Area	150.00
Howard P. Fairfield, Inc.	7,608.18
Inland Divers, Inc.	58.50
Internal Revenue Service	50.00
James N. Locke	3.78
James O'Dell	42.75

JH Welding	2,356.00
Joe Aldrich	292.00
Jordan Equipment Co.	3,857.63
Kelley MacKenzie	9,192.00
Ken Parker	20.74
Kim Richey Auto Body, Inc.	190.97
Kiniko Aldrich	7.87
Labonville, Inc.	988.83
Lawson Products, Inc.	251.02
Lee Waterhouse	4,920.00
Lexismexis Matthew Bender	155.85
Lisa MacKenzie	72.77
Lisbon Chevrolet	160.24
Lisbon Lions Club - Contribution	1,000.00
Lisbon Postmaster	140.44
Lisbon Regional School District	461,749.00
Littleton District Court	35.00
Littleton Gravel Co., Inc.	18,704.25
Littleton Monument Company	1,280.00
Littleton Office Supply, Inc.	143.37
Loretta R. Locke	278.52
Louise Newman	43.88
Lyman Forest Fire Equipment & Main	500.00
Lyman Highway Equipment Fund	3,000.00
Lyman Highway Vehicle Fund	10,000.00
Lyman Revaluation Cap. Res. Fund	30,000.00
Linda Mower	30.00
Lyndonville Office Equipment, Inc.	3,620.25
M & B Professional Assoc.	471.58
Major Lyman Road Improvement	10,000.00
Meadow Leasing, Inc.	3,200.00
Mercedes-Benz Credit Corp.	10,926.52
Merriam-Graves	156.92
Merrill's Agway	137.93
N.H. State Prison Corr. Indust.	288.05
NCIA	1,024.91
New England Barricade Corp.	74.33
New Hampshire Municipal Assoc.	25.00
NH Assoc. of Assessing Official	20.00
NH City & Town Clerks' Assoc.	68.00
NH Dept. Health & Human Services	2,593.05
NH. Motor Transport Assoc	40.00
NH Municipal Management Assoc.	70.00
NH Tax Collector's Assoc.	20.00
NHMA Health Ins. Trust	28,630.95
NHMA Property - Liability Trust	6,148.40
NHOHA Consortium	65.00
North Country Council, Inc.	90.00



North Country Home Health Agency	500.00
Northtown Associates, LLC	7,000.00
P & S Equipment, Inc.	209.60
Palmer Brothers Uniform Rental	2,219.15
Pamela Richards Wuerthnes	91.00
Partridge Repairs	120.00
Pike Industries, Inc.	806.82
Pike Industries, Inc.	399.42
Plodzik & Sanderson	5,250.00
Portland Glass	279.00
Poulsen Lumber Co., Inc.	45.05
Primex	1,774.56
Print Management Group	371.48
Public Service Co. of NH	4,853.54
R.C. Realty Trust	6.36
Registry of Deeds	215.13
Reliable	218.27
Richard C. Griffin	5.73
Richard Hubbard, FF Deputy	117.73
Robert Meserve	1,333.00
Robert Williams	7.05
Roberta Aldrich	150.00
Rolla Gerlach	202.84
Ronald Howard	300.00
Ronald Lemieux	10.30
Ross Ambulance	1,545.00
Rouse Tire Sales	403.20
Salmon Press	529.70
Schoenberg Salt Co., Inc.	1,030.40
Schofield's Septic Service, Inc.	250.00
Shaw's Supermarket	250.00
Sheila Post	53.36
Sherwin Dodge Printers	100.00
South Main Body Shop, Inc.	948.49
Southworth-Milton, Inc.	5,554.35
Stamp Fulfillment Services	419.85
Stark & Son Machining	37.50
State of New Hampshire, Treasurer	100.00
State of New Hampshire-UC	25.00
Steven Jenkins	82.52
Stiles/Riverside Fuel, Inc.	1,170.98
Stiles/Riverside Fuel Company	11,482.98
Stratham Tire, Inc.	591.82
Stratham Tire - Lancaster	531.02
Sue Grugnale	650.00
Superintendent of Documents	30.00
Symantec	24.95
TAC-2 Communications	2,374.02

Terry Simpson	629.20
Tom Smith	26.00
Town Clerk of Lyman	63.00
Town of Lisbon	41,038.33
Town of Lisbon, Fire Department	6,611.02
Town of Lyman	36.00
Town of Lyman, Tax Collector	38,275.86
Treasurer, State of NH	529.80
Tri-County Cap, Inc.	100.00
Twin State Mutual Fire Assoc.	1,000.00
United States Postal Services	220.75
Varney-Smith Lumber Co., Inc.	2,556.86
Verizon	2,556.86
Viking Office Products	1,430.93
W.E. Aubuchon Co., Inc.	274.76
Wal-Mart Community BRC	184.49
Wanda Hubbard	150.00
Wanda Hubbard, FF Deputy	57.54
White Mountain Radiator	734.44
Whitney's	367.04
Wilco Direct, Inc.	83.07
William H. Smith	84.00
William Lauer	11.79
William Presby	1,494.00
Woodsville Guaranty Savings	307,659.69
Woodsville Guaranty Savings Bank	2,655.22
Woodsville Guaranty Savings Bank	25,090.71

# 2002 AUDIT REPORT

## PLODZIK & SANDERSON

*Professional Association/Accountants & Auditors*

193 North Main Street • Concord • New Hampshire • 03301-5063 • 603-225-6996 • FAX-224-1380

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### INDEPENDENT AUDITOR'S COMMUNICATION OF REPORTABLE CONDITIONS AND OTHER MATTERS

To the Members of the Board of Selectmen  
Town of Lyman  
Lyman, New Hampshire

In planning and performing our audit of the Town of Lyman for the year ended December 31, 2002, we considered the Town's internal control structure in order to determine the scope of our auditing procedures for the purpose of expressing our opinion on the financial statements. Our review of these systems was not intended to provide assurance on the internal control structure and should not be relied on for that purpose.

Under the standards established by the American Institute of Certified Public Accountants, reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control structure that, in our judgment, could adversely affect the Town's ability to record, process, summarize, and report financial data consistent with the assertions of management in the financial statements. A material weakness is a reportable condition in which the design or operation of one or more of the internal control structure elements does not reduce to a relatively low level the risk that errors or irregularities, in amounts that would be material in relation to the financial statements being audited, may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. Our consideration of the internal control structure would not necessarily disclose all matters in the internal control structure that might constitute reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses as defined above.

#### **Disposition of Prior Year Comments:**

##### ***Segregation of Duties/Conflict of Interest – (Repeat Comment)***

It was noted that the Tax Collector's deputy is also the Town bookkeeper. Though we have not found anything wrong with the Town's records, this situation creates a weakness in internal controls. One person should not have the ability to perform all aspects of billing, collecting and posting receipts.

We recommend that this individual not perform both functions and that another individual assume the position of deputy tax collector so that there is better segregation of duties between these functions.

##### ***Tax Collector***

During our audit of the Tax Collector's records, it was noted that the Tax Collector was not receiving signed abatement slips for all of the abatements. Before any abatement is



posted to the computer system, the Tax Collector should first receive a formally approved abatement slip from a majority of the Board of Selectmen. In addition, for reconciliation purposes, it would be helpful to the Tax Collector if these abatement slips were sequentially numbered so that she could ensure that she has accounted for all of them each year.

This situation has been corrected in 2002.

### ***Non-compliance with State Statutes Regarding Tax Lien Procedures***

**RSA 80:61 - Affidavit of Execution of Real Estate Tax Lien** - states in part “An affidavit of the execution of the tax lien to the municipality...shall be delivered to the municipality by the Tax Collector on the day following the last date for payment of taxes as stated in the notice given in RSA 80:60.”

We again recommend that this report be given to the Board of Selectmen in order to be in compliance with this statute.

**RSA 80:70 - Notice of Redemption** - states in part “When full redemption is made, the tax collector shall within 30 days after redemption notify the register of deeds of the act...”

While we noted improvement in the filing of redemption reports to the registry, we again recommend that this report be sent to the Register of Deeds on a monthly basis in order to be in compliance with this statute.

Compliance with the following state statutes was achieved in 2002.

**RSA 80:64 - Report of Tax Lien** - states in part “Each tax collector, within 30 days after executing the tax lien to the municipality, county or state, shall deliver or forward to the register of deeds...a statement of the following facts relating to each parcel of real estate subject to lien, certified by him under oath to be true; the name of the person to whom the real estate was taxed and a description of the property as it appeared on the tax list committed to him; the total amount of each tax lien, including taxes, interest, fees and costs incident to the tax lien process and making reports thereof to the register of deeds; the date and place of the execution of the tax lien...”

**RSA 80:65 - Notice by Lienholder to Mortgagee** states in part “The municipality, county or state as lienholder, within 45 days from the date of execution of the lien, shall identify and notify all persons holding mortgages upon such property as recorded in the office of the register of deeds.”

**RSA 80:76 -Tax Deed** states in part “The Collector, after 2 years from the execution of the real estate tax lien, shall execute to the lienholder a deed of the land subject to the real estate tax lien and not redeemed.” It has been noted that the Board of Selectmen has established a policy that extends the time of deeding another year and prefers to set up a payment plan rather than to deed the property.

### ***General Fund Reimbursements from Expendable Trust Funds - (Repeat Comment)***

Because the Selectmen are agents for many of the Expendable Trust Funds, they are able to authorize withdrawals to reimburse for certain expenditures made from the General Fund. These reimbursements should be recorded as revenue in the General Fund. Likewise, when expenditures are anticipated which will be reimbursed by the Trust

Funds, they should be included on the budget with a corresponding estimated revenue of "Transfer from Trust Funds."

### ***Disbursements***

During our examination of the internal controls over disbursements, the following conditions had been noted:

1. Not all of the disbursements examined had the proper supporting documentation. Most of these disbursements were supported by hand written slips of paper.
2. While the supporting documentation has been canceled with a check number and the date paid noted on the invoice, it should also have the account number charged and approval by the department head.

These conditions were addressed and corrected in 2002.

### ***Payroll***

The following conditions had been noted:

1. Formal timesheets are not always being used by the employees. Instead, a slip of paper indicating that the individual wants to be paid is attached.
2. Employees can be paid in advance of hours being worked.
3. Some employees are not paid on the regular payday, but are paid whenever they request payment.

**RSA 275:43 - Weekly** states in part "Every employer shall pay all wages due to employees within 8 days including Sunday after expiration of the week in which the work is performed, except when permitted to pay wages less frequently as authorized by the Commissioner...., on regular paydays designated in advance by the employer." It goes on to say "The Commissioner may, upon written petition showing good and sufficient reason, permit payment of wages less frequently than weekly, except that it shall be at least once each calendar month. In all instances, payment shall be made regularly on a predesignated date..."

The above three situations were corrected in 2002. However, it was noted during the current year audit that some employees, while submitting a weekly timesheet, are still not properly filling them out by showing the hours worked in that week.

We again recommend that the Town ensure that all employees are included in the weekly payroll process, and that adequate documentation in the form of timesheets is maintained for each employee showing the hours worked. We strongly recommend that the Town consult with the New Hampshire Department of Labor for guidance in this area.

### ***Uninsured Town Funds - (Repeat Comment)***

At December 31, 2002, the Town had deposits of \$124,294.00 that were not insured by the Federal Deposit Insurance Corporation (FDIC) or collateralized with securities held by the Town or its agent in the Town's name.

We again recommend that the Town establish a policy for the investment of public funds in conformance with the provision of the applicable statutes. Also, all funds not covered by the FDIC should be collateralized. Such collateral shall be segregated for the exclusive benefit of the Town.

***Policy Handbook/Manual - (Repeat Comment)***

Presently if someone in Town needs to look something up, the Town Administrator has to go into the files and research an answer. It is strongly recommended that the Town have all of its pertinent information (establishment of funds, employee policies) located in a central file.

**RSA 275:49 Notification, Posting, and Records** - states in part "Every employer shall...make available to his employees in writing or through a posted notice maintained in a place accessible to his employees employment practices and policies with regard to vacation pay, sick leave, and other fringe benefits..."

In 2002, the Town Administrator started to develop and assemble written policies. We again recommend that she complete these policies so that the Town is in compliance with the above law.

In addition to the foregoing, the following other matter again came to our attention that we have discussed with management as an opportunity for efficiency related to the administration of the Town.

Members of the Board of Selectmen continue to sign the manifest for each check run and also, the checks themselves. It is again recommended that the Board not sign the checks, since they are signing the manifests.

During the course of our review of internal controls, no material weaknesses in the Town's accounting systems and records were identified. Minor weaknesses or other considerations coming to our attention were generally procedural in nature and dealt with administrative or record keeping practices. In these instances, we made specific recommendations or provided instruction to applicable individuals during the course of our audit fieldwork.

This report is intended solely for the information and use of management and others within the administration. This restriction is not intended to limit distribution of this report, which is a matter of public record.

*Blodgett & Sanderson  
Professional Association*

February 4, 2003



## SELECTMEN'S REPORT

The year 2002 has come and gone. We are thankful that it did not end, quite so dramatically as the end of 2001.

Each year we encounter changes, and this year is no exception. Ron Murro, our Moderator for many years, moved from town and Milton "Bo" Presby was elected in his place.

After over thirty years as Ballot Clerk, Yvonne Booth resigned and Wanda Hubbard replaced that position.

This year we experienced an "old-fashioned winter" and we had plenty of snow. Our Road Agent, John Boynton and his assistant Daniel Wright, would no more than get the roads plowed and sanded when it would snow again. This demand on the sand caused a pain in the budget.

This year the building of the new Town Garage was a real accomplishment. After many years of searching for a suitable parcel of land, we finally have our new garage. It is large enough for the Town's equipment and has plenty of land to store our winter's sand. Dodge's Construction gave the winning bid, there were plenty of drive-bys as we all were interested in the different stages of the building being erected.

As was reported last year, the Town of Lyman is scheduled to be part of the five year certification program. Lyman has a monitor, which comes to the office to go over the assessment cards with Terry, our Administrative Assistant, at least monthly.

This means that we have to add to our budget for re-valuation which is scheduled to begin in 2004. This meant we worked with the Administrative Assistant in doing over the current land use assessment cards, the veteran's cards and the elderly exemption cards. Even though we had this on file, all had to be done over as mandated by the State.

The year 2002 saw the passing of George Esterhas, who made his home on the "Old Homestead Road." We also lost Dawn Fengler and her daughter Marie due to a tragic accident at the Salmon Hole Bridge in Lisbon.

Then in October, Walter Parker passed away, also. He was a life-long resident of our Town. He enjoyed the simple life and he shared many stories about the early families who lived in town, especially those who lived "Under the Mountain Road." He and Florence did their errands early in the mornings, so that they could get back home on Bobbin Mill Road, so they could visit with their neighbors as they went by. Our heartfelt sympathy went out to their families.

Property taxation in New Hampshire is a process involving all levels of government, from the voters at Town and School District Meetings to local assessing officials to state legislators. It is a yearly process beginning with the preparation of the budget and voting of appropriations, continuing with the assessment of property and the setting of the tax rates and concluding with the appeal process.

TOWN OF LYMAN

INCORPORATED  
1761



NEW HAMPSHIRE

## **TOWN OF LYMAN**

### **Town Meeting Warrant**

To the Inhabitants of the Town of Lyman, in the County of Grafton, and the State of New Hampshire, qualified to vote in the Town affairs:

You are hereby notified to meet at the Town Hall in said Town on **TUESDAY**, the **ELEVENTH** day of **MARCH** 2003; polls to open at **ELEVEN O'CLOCK** in the morning and will not close before **SIX O'CLOCK** in the evening in said Town Hall, to act on Article 1, the remaining Articles to be considered at **SEVEN O'CLOCK** in the evening.

**ARTICLE 1.** To choose all necessary Town Officers for the ensuing year.

**ARTICLE 2.** To see if the Town will vote to raise and appropriate the sum of \$261,799.00 to defray Town charges for the ensuing year. (Majority vote required) (Recommended by the Selectmen)

Executive .....	\$47,328.00
Election, Reg., Vital Statistics .....	38,092.00
Financial Administration .....	45,243.00
Legal Expenses .....	2,500.00
Planning & Zoning .....	650.00
General Government Buildings .....	15,150.00
Cemeteries .....	3,191.00
Insurance not otherwise allocated.....	9,400.00
Advertising & Regional Assoc .....	1,100.00
Other General Government.....	1,000.00
Ambulance .....	1,545.00
Fire .....	15,000.00
Emergency Management .....	12,250.00
Solid Waste Disposal .....	32,300.00
Admin. & Pest Control .....	600.00
Health Agencies.....	950.00
Welfare Administration .....	250.00
Parks & Recreation .....	545.00
Library .....	300.00
Patriotic Purposes .....	75.00
Other Culture .....	1,000.00
Conservation .....	35.00
Principal on Long Term Notes .....	20,250.00
Interest on Long Term Notes .....	5,045.00
Interest on TAN .....	8,000.00
Other Debt Service .....	0.00

**ARTICLE 3.** To see if the Town will vote to raise and appropriate the sum of \$219,828.00, for maintenance, expenses, salaries, supplies and equipment for the Highway Department for the ensuing year. (Majority vote required) (Recommended by the Selectmen)



Highway Administration .....\$ 84,428.00  
Highway Maintenance .....135,400.00

**ARTICLE 4.** To see if the Town will vote to raise and appropriate the sum of \$41,000.00 to be added to Capital Reserve Funds previously established. (Majority vote required) (Recommended by the Selectmen)

Highway Vehicle Fund.....\$ 5,000.00  
Highway Equipment Fund.....3,000.00  
Major Lyman Road Improvement Fund .....15,000.00  
Computer Equipment Fund.....3,000.00  
Property Tax Revaluation Fund.....15,000.00

**ARTICLE 5.** To see if the Town will vote to call on our elected officials from all levels of government, and those seeking office, to work with consumers, businesses, and health care providers to ensure that: Everyone, including the self-employed, unemployed, un- and underinsured, and small business owners has access to an affordable basic health plan similar to what federal employees receive; Everyone, including employers, consumers, and the state, local and federal government makes a responsible and fair contribution to finance the health care system; Everyone receives high quality care that is cost efficient and medically effective; and That these efforts help control the skyrocketing cost of health care. (Inserted by petition.)

**ARTICLE 6.** To transact any other business that may legally come before the Meeting.

Given under our hands and seal this eleventh day of February, 2003.

The Lyman Board of Selectpersons  
James Locke, Chairman  
Brett Presby  
Betty Ann Emerson

## 2003 PROPOSED BUDGET OF THE TOWN OF LYMAN

PURPOSE OF APPROPRIATION	Warrant Article	Recommended
GENERAL GOVERNMENT:		
4130-4139 Executive	2	\$47,328.00
4140-4149 Election, Reg. & Vital Stats.	2	38,092.00
4150-4151 Financial Administration	2	45,243.00
4153 Legal Expense	2	2,500.00
4191-4193 Planning & Zoning	2	650.00
4194 General Government Buildings	2	15,150.00
4195 Cemeteries	2	3,191.00
4196 Insurance	2	9,400.00
4197 Advertising & Regional Assoc.	2	1,100.00
4199 Other General Government	2	1,000.00
PUBLIC SAFETY:		
4215-4219 Ambulance	2	1,545.00
4220-4229 Fire	2	15,000.00
4290-4298 Emergency Management	2	12,250.00
HIGHWAYS & STREETS:		
4312 Highways & Streets	see “Individual Warrant Article”	
SANITATION:		
4324 Solid Waste Disposal	2	32,300.00
HEALTH:		
4414 Animal Control	2	600.00
4415-4419 Health Agencies, Hospital & Other	2	950.00
WELFARE:		
4441-4442 Administration & Direct Assist.	2	250.00
CULTURE & RECREATION:		
4520-4529 Parks & Recreation	2	545.00
4550-4559 Library	2	300.00
4583 Patriotic Purposes	2	75.00
4589 Other Culture & Recreation	2	1,000.00
CONSERVATION:		
4619 Other Conservation		35.00
DEBT SERVICE:		
4711 Principal-Long Term Bonds & Notes	2	20,250.00
4721 Interest-Long Term Bonds & Notes	2	5,045.00
4723 Interest on Tax Anticipation Notes	2	8,000.00
4790-4799 Other Debt Service	2	-0-

<b>CAPITAL OUTLAY:</b>		
4901 Land		-0-
4902 Machinery, Vehicles & Equipment		-0-
4903 Buildings		-0-
<b>OPERATING TRANSFERS OUT:</b>		
4915 To Capital Reserve Fund	see "Special Warrant Article"	-0-
4916 To Exp. Trust Fund - except #4917		-0-
<b>SUB-TOTAL 1</b>		<u>\$261,799.00</u>

**BUDGET SUMMARY**

Subtotal 1 Appropriations Recommended	\$261,799.00
Subtotal 2 Special Warrant Articles Recommended	41,000.00
Subtotal 3 "Individual" Warrant Articles Recommended	<u>219,828.00</u>
Total Appropriations Recommended	<u>\$522,627.00</u>

<b>SPECIAL WARRANT ARTICLES:</b>		
Special Warrant Articles are defined in RSA 32:3, VI, as appropriations:		
1) in petitioned Warrant Articles;		
2) appropriations raised by bonds or notes;		
3) appropriation to a separate fund created pursuant to law, such as capital reserve funds or trust funds;		
4) an appropriation designated on the Warrant as a Special Article or as a nonlapsing or nontransferable article.		
4915 Capital Reserve Funds	4	<u>\$41,000.00</u>
<b>SUB-TOTAL "2" RECOMMENDED</b>		<u>\$41,000.00</u>

<b>INDIVIDUAL WARRANT ARTICLES:</b>		
Individual Warrant Articles are not necessarily the same as "Special Warrant Articles". Individual Warrant Articles might be negotiated cost items for labor agreements or items of a one time nature you wish to address individually.		
4312 Highway Operation	3	\$219,828.00
<b>SUB-TOTAL "3" RECOMMENDED</b>		<u>219,828.00</u>
<b>TOTAL</b>		<u>\$260,828.00</u>



## 2003 ESTIMATED REVENUE OF THE TOWN OF LYMAN

SOURCES OF REVENUE	Warrant Article	Estimated
TAXES:		
3120 Land Use Change Taxes		\$ 10,000.00
3180 Resident Taxes		-0-
3185 Timber Taxes		10,000.00
3186 Payment in Lieu of Taxes		-0-
3189 Other Taxes		-0-
3190 Interest & Penalties on Delinquent Taxes		10,000.00
Inventory Penalties		-0-
3187 Excavation Tax (\$.02 cents per cubic yard)		-0-
LICENSES, PERMITS & FEES:		
3210 Business Licenses & Permits		-0-
3220 Motor Vehicle Permit Fees		75,000.00
3230 Building Permits		-0-
3290 Other Licenses, Permits & Fees		1,100.00
FROM STATE:		
3351 Shared Revenues		5,654.00
3352 Meals & Rooms Tax Distribution		14,138.00
3353 Highway Block Grant		74,560.00
3354 Water Pollution Grant		-0-
3355 Housing & Community Development		-0-
3356 State & Federal Forest Land Reimbursement		-0-
3357 Flood Control Reimbursement		-0-
3359 Other-Generator Grant		7,500.00
3379 From Other Governments		-0-
CHARGES FOR SERVICES:		
3401-3406 Income from Departments		500.00
3409 Other Charges		-0-
MISCELLANEOUS REVENUES:		
3501 Sale of Municipal Property		-0-
3502 Interest on Investments		1,200.00
3503-3509 Other – Encumbered for Computer Software		2,000.00
INTERFUND OPERATING TRANSFERS IN:		
3915 From Capital Reserve Funds		22,000.00
OTHER FINANCING SOURCES:		
3934 Proceeds from Long Term Bonds & Notes		-0-
Amounts VOTED From F/B (“Surplus”)		-0-
Fund Balance (“Surplus”) to Reduce Taxes		-0-
TOTAL ESTIMATED REVENUES & CREDITS		<u>\$233,652.00</u>

## BUDGET SUMMARY

Subtotal 1 Appropriations Recommended	\$261,799.00
Subtotal 2 Special Warrant Articles Recommended	41,000.00
Subtotal 3 "Individual" Warrant Articles Recommended	<u>219,828.00</u>
Total Appropriations Recommended	\$522,627.00
Less: Amount of Estimated Revenues & Credits	<u>233,652.00</u>
Estimated Amount of Taxes to be Raised	\$288,975.00





As residents and non-residents, we all must bear in the responsibility of paying our share of property taxes. Because of this, we cannot emphasize enough the importance of attending the budget hearings for both the Town and School Meetings or the Annual Town Meetings and School Meetings.

If at anytime, the land owners have questions about the assessment or residents have questions about their taxes or motor vehicle questions, Terry and Loretta will answer these questions or will find the answers to these questions for you.

Once again, we thank our Town Employees for their many hours of serving in their capacities. It is appreciated.

Respectfully submitted,  
James Locke for the  
Lyman Board of Selectmen

## **ADMINISTRATIVE ASSISTANT'S REPORT**

When it came time to pay your property taxes, many were surprised to find that the office trailer was gone. In early fall, we moved back into the newly carpeted and painted offices as the Road Crew moved into their new highway facilities. Although it seems that the office space shrunk while we were in the office trailer, we are delighted to be back in the office building again. Thank you for providing a safer environment via the temporary office trailer, and for the updates that were done in the offices. The provision of the new Highway Garage has been much appreciated by the office staff and the Road Crew. The new Highway Garage is an encouragement to our Road Crew and should provide many years of service. Again, thank you for making this major project possible.

A lovely black granite bench was erected outside the Town Hall, a memorial donation to the Town of Lyman from the Richard family in loving memory of Walter Richard who passed away this year. Mr. Richard enjoyed his "camp" on Under the Mountain Road for many years. The family plans on enhancing the area with some plants around the bench this spring. We appreciate Mr. Richard's love of the Town of Lyman and his family's thoughtfulness in providing this special memorial.

We continue to work through changes. In preparation for our first Town wide revaluation under the State Certification, we are changing our computer software tax package to conform to DRA requirements and to allow for a transition of revaluation information. Avitar, a CAMA based system, provides their software only to Towns in the State of New Hampshire allowing for conformity to the Department of Revenue forms and requirements. This change in the tax package software is a first step in our plan of readying for the revaluation. By putting \$15,000 into the Lyman Revaluation Capital Reserve Fund this year, and again next year, our reserve should allow the Town to begin the revaluation process after Town Meeting, 2004. Although all of our numbers have remained good, we have not had a Town wide revaluation since 1992. The length of time

since that revaluation combined with the recent escalated selling prices of property will result in many adjustments to assessed values.

Willingness to actively participate in your local government is crucial. The outworking of the business, for even a small local government entity, is massive. Citizen responsibility must include more than occasionally voting at the polls. You can help to define principles, values and direction for your hometown. Willingness to run for elected positions, or volunteering to fill positions will make a difference. Holding a certain position does not confer privilege or power, but does impose responsibility. The essence of leadership is that you have a vision-a direction, and overview, short term and long term planning are critical. As General Colin Powell stated, "There are no secrets to success. It is the result of preparation, hard work and learning from mistakes."

With the help of our new State Representatives, Stephanie Eaton and Mike Gilman, we are slowly chipping away at the process necessary to bring some resolution to the deplorable condition of the "Lisbon-Lyman Loop", State road. We will continue to pursue this issue and sincerely appreciate the active participation of our representatives.

Just a reminder, if you have a building on property in the Town of Lyman, for your safety and those of your neighbors, please make sure that your official, assigned "911" number is posted and visible from the road.

I want to express my appreciation to assessors, Malcolm and Jason Call for all their assistance in computing updated current land use information to State requirements and for their willingness to endure the added responsibilities resulting from the certification process. Thank you to Treasurer, Celine Presby and Trustee Roberta Aldrich for going the "extra mile" to ensure the financial integrity of our Town.

My vision for the years ahead – apathy overcome; active, responsible, accountable participation in local town and school government and the understood truth that preconceived notions are the locks on the door to wisdom. To secure the future of the Town of Lyman, we must work together to provide a strong and stable community for each of us to enjoy. This is a clear focus for me-my children want to live here. As leaders, we must, "deliberate with caution, but act with decision; yield with graciousness, or oppose with firmness." -Colton

Respectfully submitted,  
Terry L. Simpson  
Administrative Assistant

**2002 COMPARATIVE STATEMENT OF  
APPROPRIATIONS & EXPENDITURES  
General Fund Audited Expenditure Report**

PURPOSE OF APPROPRIATION	Appropriations 2002	Actual 2002
<b>GENERAL GOVERNMENT:</b>		
Executive	\$ 41,646.00	\$ 34,272.00
Election & Registration	37,983.00	39,084.00
Financial Administration	29,382.00	28,334.00
Legal Expense	2,500.00	472.00
Planning & Zoning	1,225.00	531.00
General Government Buildings	22,650.00	21,970.00
Cemeteries	3,250.00	2,885.00
Insurance	9,897.00	7,923.00
Advertising & Regional Associations	2,000.00	400.00
Other General Government	<u>2,500.00</u>	<u>802.00</u>
Total General Government	153,033.00	136,673.00
<b>PUBLIC SAFETY:</b>		
Ambulance	1,545.00	1,545.00
Fire Department	15,000.00	16,932.00
Emergency Management	<u>2,500.00</u>	<u>1,009.00</u>
Total Public Safety	19,045.00	19,486.00
<b>HIGHWAYS &amp; STREETS:</b>		
Highways & Streets	<u>201,250.00</u>	<u>226,548.00</u>
Total Highways & Streets	201,250.00	226,548.00
<b>SANITATION:</b>		
Solid Waste Disposal	<u>30,925.00</u>	<u>31,242.00</u>
Total Sanitation	30,925.00	31,242.00
<b>HEALTH:</b>		
Animal Control	650.00	424.00
Health Agencies, Hospital & Other	<u>950.00</u>	<u>950.00</u>
Total Health	1,600.00	1,374.00
<b>WELFARE:</b>		
Administration & Direct Assistance	350.00	250.00
Vendor Payments & Other	<u>-0-</u>	<u>1,600.00</u>
Total Welfare	350.00	1,850.00

**CULTURE & RECREATION:**

Parks & Recreation	250.00	538.00
Library	300.00	300.00
Patriotic Purposes	85.00	75.00
Other Culture & Recreation	<u>1,000.00</u>	<u>1,000.00</u>
Total Culture and Recreation	1,635.00	1,913.00

**CONSERVATION:**

Conservation Commission	<u>-0-</u>	<u>-0-</u>
Total Conservation	-0-	-0-

**DEBT SERVICE:**

Debt Service - Principal	9,100.00	9,098.00
Debt Service - Interest	1,830.00	1,828.00
TAN Interest	8,000.00	7,660.00
Other Debt Service	<u>500.00</u>	<u>-0-</u>
Total Debt Service	19,430.00	18,586.00

**CAPITAL OUTLAY:**

Buildings	<u>240,000.00</u>	<u>239,425.00</u>
Total Capital Outlay	240,000.00	239,425.00

**OPERATING TRANSFERS OUT:**

Transfer to Capital Reserve Fund	53,000.00	53,000.00
Transfer to Exp. Trust Fund-except #4917	<u>500.00</u>	<u>500.00</u>
Total Operating Transfers Out	53,500.00	53,500.00

**GRAND TOTAL**

<u>\$720,768.00</u>	<u>\$730,597.00</u>
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**2002 STATEMENT OF ESTIMATED AND  
ACTUAL REVENUES  
Audited**

SOURCE OF REVENUE	Estimated 2002	Actual 2002
<b>TAXES:</b>		
Land Use Change Taxes	(\$ 15,000.00)	(\$ 18,570.00)
Timber Taxes	(25,000.00)	(11,529.00)
Interest and Penalties	(11,000.00)	(20,787.00)
Excavation Tax (\$.02 cents per cu yd)	(180.00)	-0-
Total Taxes	(51,180.00)	(50,886.00)
<b>LICENSES AND PERMITS:</b>		
Motor Vehicle Permit Fees	(70,000.00)	(82,075.00)
Other Licenses, Permits & Fees	(1,100.00)	(1,529.00)
Total Licenses, Permits & Fees	(71,100.00)	(83,604.00)
<b>INTERGOVERNMENTAL REVENUES:</b>		
Shared Revenues	(2,649.00)	(5,654.00)
Meals & Rooms Tax Distribution	(14,138.00)	(14,138.00)
Highway Block Grant	(70,535.00)	(70,535.00)
Other - Generator Grant	-0-	-0-
Total Intergovernmental Revenues	(87,322.00)	(90,327.00)
<b>CHARGES FOR SERVICES:</b>		
Income from Departments	(400.00)	(1,206.00)
Other Charges	(1,000.00)	-0-
Total Charges For Services	(1,400.00)	(1,206.00)
<b>MISCELLANEOUS:</b>		
Interest on Investments	(2,000.00)	(1,298.00)
Encumbered for Computer Software	(7,000.00)	(14,678.00)
Total Miscellaneous	(9,000.00)	(15,976.00)
<b>INTERFUND OPERATING TRANSFERS IN:</b>		
Capital Reserve Funds	(104,747.00)	(97,015.00)
Total Interfund Operating Transfers In	(104,747.00)	(97,015.00)
<b>OTHER FINANCING SOURCES:</b>		
Proceeds From Long Term Bonds & Notes	(105,253.00)	(105,253.00)
Amount Voted From Surplus	(70,000.00)	(70,000.00)
Fund Balance to Reduce Taxes	(77,400.00)	(77,400.00)
Total Other Financing Sources	(252,653.00)	(252,653.00)
<b>GRAND TOTAL</b>	<u>(\$577,402.00)</u>	<u>(\$591,667.00)</u>

# LISBON REGIONAL SCHOOL DISTRICT

## DETERMINATION OF ASSESSMENT FROM TAXATION NEEDED IN THE PRE-EXISTING SCHOOL DISTRICTS OF LISBON-LYMAN – School Year 2002-2003

### I. Reference Data

#### A. Resident Membership Percentages:

	1998-2001 3-Yr. Average <u>Daily Membership</u>	Percent <u>District Share</u>
Lisbon	857.3	81.1683%
Lyman	<u>198.9</u>	<u>18.8317%</u>
	1056.2	100.0000%

#### B. Equalized Valuation Percentages:

	1998-2000 <u>Equalized Valuation</u>	Percent <u>District Share</u>
Lisbon	184,373,019	71.2476%
Lyman	<u>74,405,016</u>	<u>28.7524%</u>
	258,778,035	100.0000%

### II. Apportionment of Appropriation

#### A. Appropriation Voted

\$3,939,346.00  
104,873.00  
\$4,044,219.00

#### B. Estimated Income Other Than Tax Sources:

Unencumbered Balance	\$ 15,908.00	
School Building Aid	90,532.00	
Tuitions	350,708.00	
Driver Education	3,000.00	
Area Vocational	1,000.00	
Catastrophic Aid	26,200.00	
Medicaid	46,000.00	
Federal Forest Lands	0.00	
Other Revenue	<u>42,435.00</u>	<u>575,783.00</u>

#### C. Resulting Assessment Required From Tax Sources

3,468,436.00

#### D. Apportionment of \$2,774,749.00 on basis of 1998-2001 Average Daily Membership (80%)

Lisbon	81.1683%	2,252,218.00
Lyman	<u>18.8317%</u>	<u>522,531.00</u>
	100.0000%	2,774,749.00

#### E. Apportionment of 693,687.00 on basis of 1998-2000 Equalized Valuation (20%)

Lisbon	71.2476%	494,235.00
Lyman	<u>28.7524%</u>	<u>199,452.00</u>
	100.0000%	693,687.00

III. Summary of Assessment From Tax Sources

A. Lisbon

1. Membership Assessment	2,252,218.00	
2. Equalized Valuation	<u>494,235.00</u>	2,746,453.00
Less Adequate Education Grant		<u>1,174,026.00</u>
		1,572,427.00

B. Lyman

1. Membership Assessment	522,531.00	
2. Equalized Valuation	<u>199,452.00</u>	721,983.00
Less Adequate Education Grant		<u>181,409.00</u>
		540,574.00

Proof of Apportionment of Appropriation

Total Assessment Required From Tax Sources:

Lisbon	1,572,427.00	
Lyman	<u>540,574.00</u>	2,113,001.00
State Education Aid		1,355,435.00
Other Income		<u>575,783.00</u>
TOTAL APPROPRIATION		\$4,044,219.00

LISBON REGIONAL SCHOOL DISTRICT  
THREE YEAR AVERAGES

ADMS

	98-99	99-00	00-01	Minus Home Study		3 yr. Total	Percent
				00-01	00-01		
LISBON	279.3	285.7	293.3	1.0	292.3	857.3	81.1683%
LYMAN	<u>72.1</u>	<u>66.0</u>	<u>61.8</u>	<u>1.0</u>	<u>60.8</u>	<u>198.9</u>	<u>18.8317%</u>
	351.4	351.7	355.1	2.0	353.1	1056.2	100.0000%

EQUALIZED VALUATION

	1998	1999	2000	3 yr. Total	Percent
LISBON	60,594,115	62,115,692	61,663,212	184,373,019	71.2476%
LYMAN	<u>22,473,254</u>	<u>25,346,245</u>	<u>26,585,517</u>	<u>74,405,016</u>	<u>28.7524%</u>
	83,067,369	87,461,937	88,248,729	258,778,035	100.0000%

Lisbon Regional School District

2002 – 2003

Assessment for the Town of Lyman in the Amount of \$540,574.00

# REPORT OF THE TRUSTEES OF THE TRUST FUNDS

## PRINCIPAL

Date of Creation	Name of Fund:	Balance Beginning of Year	New Funds Created	Cash Gains or (Losses) on Securities
10/20/13	Frye Fund	\$ 250.00	\$ 0.00	\$ 0.00
11/27/18	J.E. Richardson	200.00	0.00	0.00
06/21/21	H. Dow Fund	100.00	0.00	0.00
01/03/22	E. Thornton Fund	200.00	0.00	0.00
10/26/25	H.H. Potter Fund	150.00	0.00	0.00
08/13/17	C. Miner Fund	200.00	0.00	0.00
	TOTALS	\$ 1,100.00	0.00	0.00
03/31/75	Capital Reserve Equip. Fund (Hwy. Equip)	\$ 2,662.23	\$ 3,000.00	\$ 0.00
03/14/90	Town of Lyman (Welfare & Gen. Asst.)	10,865.26	0.00	0.00
01/27/93	Capital Reserve Fund (Highway Vehicle)	12,060.08	10,000.00	0.00
06/20/91	Lyman Cemetery Fund (Cemetery Maintenance)	2,924.08	0.00	0.00
11/01/00	Land & Bldg Improvement	87,283.48	0.00	0.00
05/04/98	Forest Fire Equipment	1,671.83	500.00	0.00
03/30/94	Legal Expense	11,233.86	0.00	0.00
02/07/00	Office Equipment	4,224.05	0.00	0.00
02/07/00	Major Lyman Road Impvmt.	10,953.30	10,000.00	0.00
02/29/00	Land Purchase	8,731.97	0.00	0.00
07/03/95				
04/07/98	Property Tax Revaluation	2,649.94	30,000.00	0.00
03/19/01	Landfill Monitoring	3,063.44	0.00	0.00
03/19/01	Computer Equipment Fund	9,394.39	0.00	0.00
03/19/01	Highway Fund	5,105.61	0.00	0.00
	GRAND TOTALS	\$173,923.52	\$53,500.00	\$ 0.00
	EXPENDABLE TOTALS	\$172,823.52	\$53,500.00	\$ 0.00



December 31, 2002

INCOME							Grand Total of Principal & Income at End of Year
Withdrawals	Balance End of Year	Balance Beginning of Year	Income During Year	Expended During Year	Balance End of Year		
\$ 0.00	\$ 250.00	\$ 371.56	\$ 9.23	\$ 0.61	\$ 380.18	\$ 630.18	
0.00	200.00	284.40	7.20	0.47	291.13	491.13	
0.00	100.00	138.67	3.51	0.24	141.94	241.94	
0.00	200.00	54.69	3.75	0.25	58.19	258.19	
0.00	150.00	200.84	5.20	0.35	205.69	355.69	
0.00	200.00	54.58	3.75	0.25	58.08	258.08	
\$ 0.00	\$ 1,100.00	\$1,104.74	\$ 32.64	\$ 2.17	\$1,135.21	\$ 2,235.21	
\$ 0.00	\$ 5,662.23	\$ 0.00	\$ 72.76	\$ 0.00	\$ 72.76	\$ 5,734.99	
1,600.00	9,265.26	0.00	162.15	0.00	162.15	9,427.41	
0.00	22,060.08	0.00	290.20	0.00	290.20	22,350.28	
0.00	2,924.08	0.00	43.73	0.00	43.73	2,967.81	
87,992.92	-709.44	0.00	709.44	0.00	709.44	0.00	
0.00	2,171.83	0.00	30.60	0.00	30.60	2,202.43	
0.00	11,233.86	0.00	168.27	0.00	168.27	11,402.13	
3,420.00	804.05	0.00	60.25	0.00	60.25	864.30	
0.00	20,953.30	0.00	273.62	0.00	273.62	21,226.92	
9,022.20	-290.23	0.00	290.23	0.00	290.23	0.00	
0.00	32,649.94	0.00	277.06	0.00	277.06	32,927.00	
0.00	3,063.44	0.00	45.85	0.00	45.85	3,109.29	
0.00	9,394.39	0.00	140.55	0.00	140.55	9,534.94	
0.00	5,105.61	0.00	76.43	0.00	76.43	5,182.04	
\$102,035.12	\$125,388.40	\$1,104.74	\$2,673.78	\$ 2.17	\$3,776.35	\$129,164.75	
\$102,035.12	\$124,288.40		\$2,641.14		\$2,641.14	\$126,929.54	

## ROAD AGENT'S REPORT

The Road Crew would like to start out saying thank you to the tax payers of the Town of Lyman for the new garage. Before a storm we can have both trucks loaded and ready, whereas, before we could only have one truck loaded and ready.

For the year 2002:

Went to:

Plow Rally

Equipment Show

Storm and Wastewater

Put Out Cold Patch On:

Skinny Ridge Road

Pettyboro Road

Ogontz's Road

Graded all dirt roads

Cleaned culverts due to beavers

12 Beavers were trapped and removed

Fixed road signs as needed

Put out new signs at the Town lines with ATV signs

Over-looked roadside mowing that was done this year

Changed culverts on:

Bobbin Mill, Hurd Hill, Quebec Road and Cherry Hill Flats

Fixed wash outs on:

Moulton Hill, Quebec, Hurd Hill and Ash Hill Roads

Moved some sand from Mountain Meadows to the new garage

Moved sand at the new garage from the old spot to the new area

Started some ditching on the Pettyboro Road

Did some ditching on Ash Hill, Hurd Hill, Birch and Quebec Roads

Removed a blind spot on Ogontz Road

Graveled:

Dodge Pond from Jesseman's to the Town line

Put some gravel on Hurd Hill Road and also Brook Road

Put out some Chloride for dust

Started stumping and widening Moulton Hill Road

Finished widening the Brook Road

Fixed holes on Mountain Meadows Road by the old pit

Helped the Town ladies move stuff out of the trailer and back into the

Town Building, also got the trailer ready to be removed

Assisted Dodge Construction while building the new garage (as needed)

Moved equipment and tools into the new garage

Put up a gate at the new garage

Respectfully submitted,  
John Boynton

## **PROPOSED ROAD PLANS 2003**

All Roads: Grade.

Skinny Ridge: Paving from Under the Mountain Road to the Littleton Town line.

Under the Mountain Road: Blasting ledge by Millers'.

Brook Road: Blasting ledge by newly widened section as needed, also having Verizon or PSNH move back the poles.

Moulton Hill Road: Widen Cherry Hill Flats plus any ditching.

Ogontz Road: Rebuild pave part by camps.

All roads will get roadside mowing.

Ditching as needed.

Hurd Hill: Graveling, starting by Ogontz Road to Wilderness Acres Road.

Brook Road: Graveling were its been widened.

Hunt's Mountain Road: Ditching plus build turn-around for trucks.

Under the Mountain Road: Gravel by Lords'.

## **PROPOSED ROAD PLANS 2004**

All Roads: Grade.

Skinny Ridge Road: Paving plus ditching.

All Roadside Mowing.

Under Mountain Road: Blasting ledge by Newtons' and Richards'.

Hurd Hill Road: Begin plans for repairing Dodge Pond Bridge and Dam.

Replace culverts as needed.

Ditching as needed.

Moulton Hill Road: Gravel by Williams'.

Brook Road: Gravel were it was widened.

## **PROPOSED ROAD PLANS 2005**

All Roads: Grade.

Roadside Mowing.

Skinny Ridge Road: Paving.

Replace culverts as needed.

Ditching as needed.

Dodge Pond Road: Blasting by Jesseman's lot.

Brook Road: Gravel where it was widened.

Ogontz Road: Gravel from the bridge to the horse farm.

Culverts as needed.

## **PROPOSED ROAD PLANS 2006**

All Roads: Grade.

Roadside Mowing.

Ditching were needed.

Culverts as needed.

Roadside tree trimming.

Skinny Ridge Road: Paving.

Mountain Meadows Road: Gravel by Oaks' and out to the end of the Town line.

Blasting ledge by Scott Barnes'.

Gravel Hunt's Mountain Road from Debyes' to turn-around.

Under the Mountain Road: Blasting ledge by Carters'.

## **PROPOSED ROAD PLANS 2007**

The plan is to transfer anything from 2002 to 2006 on to 2007 if it is not completed or not enough funds are available.



## COMMUNITY FOREST FIRE WARDEN AND STATE FOREST RANGER REPORT

Your local Forest Fire Warden, Fire Department, and the State of New Hampshire Division of Forests and Lands cooperate and coordinate to reduce the risk of wildland fires in New Hampshire. To help us assist you, contact your local Forest Fire Warden or Fire Department to find out if a permit is required before doing ALL outside burning. Fire permits are mandatory for all outside burning unless the ground where the burning is to be done (and surrounding areas) is completely covered with snow. Violations of RSA 227-L:17, the fire permit law and other burning laws of the State of New Hampshire are misdemeanors punishable by fines up to \$2,000 and/or a year in jail, plus suppression costs.

A new law effective January 1, 2003 prohibits residential trash burning (RSA 125-N). Contact New Hampshire Department of Environmental Services at (800) 498-6868 or [www.des.state.nh.us](http://www.des.state.nh.us) for more information.

Help us to protect you and our forest resources. Most New Hampshire wildfires are human caused. Homeowners can help protect their homes by maintaining adequate green space around the house and make sure that the house number is correct and visible. Contact your Fire Department or the New Hampshire Division of Forests and Lands at [www.nhdf.org](http://www.nhdf.org) or 271-2217 for wildland fire safety information.

### ONLY YOU CAN PREVENT WILDLAND FIRES

#### 2002 FIRE STATISTICS

(All Fires Reported thru November 10, 2002)

#### TOTALS BY COUNTY

	<u>Numbers</u>	<u>Acres</u>
Belknap	52	13.5
Carroll	80	10.5
Cheshire	39	17
Coos	3	2.5
Grafton	53	21
Hillsborough	108	54.5
Merrimack	94	13.5
Rockingham	60	25.5
Strafford	31	23
Sullivan	20	6

#### CAUSES OF FIRES REPORTED

Arson/Suspicious	43
Campfire	31
Children	32
Smoking	32
Rekindle of Permit	3
Illegal	7
Lightning	36
*Miscellaneous	356

(Miscellaneous: powerlines, fireworks, railroad, ashes, debris, structures, equipment, etc.)

	<u>Total Fires</u>	<u>Total Acres</u>
2002	540	187
2001	942	428
2000	516	149

## PLANNING BOARD

The Lyman Planning Board meets at the Lyman Town Hall on the first Wednesday of each month at 7 PM, except on holidays. Information pertaining to subdivisions, regulations, applications, zoning, or boundary line adjustments is available by contacting Terry Simpson, Administrative Assistant, at the Lyman Town Office. All Planning Board meetings are open to the public and the Board encourages residents to share thoughts and ideas regarding their vision and concerns to promote the harmonious development of a stable rural community for current and future residents.

The following requests were presented to the Planning Board in 2002:

<u>Town File #</u>	<u>Grafton County Plan #</u>	<u>Map &amp; Lot #</u>	<u>Owner, Location, Description and Action Taken</u>
2002-1	#10615	53/9	Sturtevant & Christine Hobbs, Parker Hill Road Subdivision: 2 lots, 12.11 acres and 260.22 acres. <u>Approved</u>
2002-2	#10680	172/47 172/53	Gary and Cathi Williams/Sherry Meyers Blackberry Lane Boundary line adjustment. <u>Approved</u>

\*The approved boundary line adjustment, 2001-5, George Robert Landes and Lyman Bible Church was registered as plan #10614.

### Adopted Fee Schedules Effective January 1, 2002

\*Subdivision application \$110 for minor subdivision  
each additional lot \$40 (non-refundable)

\*Boundary line adjustment \$60 (non-refundable) \*Plus Grafton County Fees  
Excavation application \$100 to Town  
Lot Merger \$30 (plus \$16 to register at Grafton County)

## CEMETERY COMMITTEE REPORT

In 2002, I took the riding lawn mower for its annual maintenance. This year the Center Cemetery will have two posts put in for a gate. All that I ask is if the rope or a chain is up DO NOT drive in the cemetery. The reasons for a gate are:

1<sup>st</sup> reason – people have been driving in the mud which makes the mud worse.

2<sup>nd</sup> reason – people have been driving over occupied lots. This is not good because the car or truck could sink in the lot.

The tree in Mitchell Park has been given away. When they can get in or on Mitchell Park it will be cleaned up.

Respectfully submitted,  
Sue Grugnale

## CONSERVATION COMMISSION REPORT

The Lyman Conservation Commission plans on doing research delineating the water resources in our Town and to gather information regarding flood plains. If anyone is interested in presenting suggestions for the Commission to pursue, please contact one of our Members.

Roadside clean-up day is scheduled for Saturday, April 26<sup>th</sup>, 2003. The blue “New Hampshire the Beautiful” trash bags may be picked up at the Town Office during regular office hours. Please tell the Administrative Assistant which road you will be working on so that she can mark a map defining what roads will be done. If you would like to meet at the Town Hall on the designated day, bags will be available at that time. Collected roadside trash in the blue bags may be returned to the Town Hall and placed on the old highway garage side of the building. The blue bags may be brought to this area through May 7<sup>th</sup>. We realize that there is a great deal of roadside litter and appreciate your willingness to work together to remedy this situation.

If you have any further questions, please contact the Town Office at 838-5900.

## **PEMI-BAKER SOLID WASTE DISTRICT**

### **2002 Annual Report**

2002 was an exciting and busy year for the District. First, the District added seven new communities. They were the towns of Easton, Franconia, Landaff, Lisbon, Littleton, Lyman and Sugar Hill giving the District a total of twenty members. The District also expanded its household hazardous waste (HHW) program, continued to collect oil-based paint and fluorescent light bulbs, while holding its first ever electronics recycling collection program.

The District continued its support of proper household hazardous waste management by coordinating five (5) one-day collection events. In the spring, the District held one collection in Plymouth and in the fall, held collections in Littleton, Plymouth, Rumney, and Campton/Thornton. Through these collections the District was able to recycle or properly dispose of over 7,000 gallons of material. Over 500 households participated in this program. The District also recycled over 20,000 feet of fluorescent light bulbs that were collected at individual transfer stations throughout the year. The District received \$8,206.45 in grant funds from the State of NH's Household Hazardous Waste Program to help offset some of the program's costs.

2002 also saw the District coordinate and sponsor its first every electronics recycling program, with emphasis being placed on the collection of televisions and computer monitors. These two items contain a cathode ray tube (CRT), which is commonly referred to as the "picture tube". CRT's become waste management issues because they contain lead. A typical 27" TV contains 8 pounds of lead. If CRT's are disposed of in landfills and incinerators, it increases the likelihood of contaminating groundwater, surface water and air resources.

Realizing the need to offer its citizens a means to recycle televisions, computer monitors and other electronics, the District held two one-day electronics recycling collections in July, one in Littleton and the other in Plymouth. Residents were asked to pay a fee for each electronics item they brought for recycling. The total amount collected for the two days was over 15,000 pounds. It was a very successful program when compared to the results of similar programs held this past year in New Hampshire and Vermont.

In 2003, the District plans to hold HHW collections in the spring (Littleton and Campton/Thornton) and in the fall (Plymouth). It will continue to coordinate the year-round collection of oil-base paint and fluorescent light bulbs and plans to hold electronics recycling collections again as well. The District takes very seriously the need to decrease the toxicity of our solid waste stream. Through these programs we feel we are serving the needs of our citizens while at the same time doing so in a cost effective manner. The District will continue to promote its cooperative approach to solid waste and recycling as well. Without a doubt, District communities can minimize the costs of these programs when they work together.

Citizens interested in participating in the development of the District's programs are welcome to attend the District meetings. Information regarding the place and time of the meetings is available at all municipal offices.

Respectfully submitted,  
R. Marsh Morgan, Jr., PBSWD Chairman



## NH EXECUTIVE COUNCIL – DISTRICT ONE REPORT

A new era is underway in the Executive Branch of your NH State Government, headed by Governor Craig Benson. I envision that his administration will be bringing new and innovative ideas of a modernized New Hampshire State Government, by utilizing tools of the new age of technology. This will bring enhanced services to the citizens and users of NH State Government. Through the many checks and balances of power at the State Capitol, Governor Benson will not go too slow or too fast.

I encourage citizens to contact Governor Benson and offer to serve on a Board or Commission. Each biennium more than 300 citizens are appointed to these public Boards. The address is: State House, 107 North Main Street, Concord, NH 03301. The phone number is: 603-271-2121. A new administration is in Concord. Let's make very sure our region is a part of the Benson era of New Hampshire! For a listing of the Boards and Commissions under the authority of the Governor and Council, please visit the Secretary of State Web site at: <http://webster.state.nh.us/sos/> or call my office at 271-3632.

As Councilor, I will be conducting official tours with Commissioners and Directors of State Agencies all summer and fall of 2003. If you have a special event or project you would like a certain agency to visit or focus on, please let me know.

As Councilor, I will be holding official summer 2003 hearings on proposed changes to the NH Ten Year Highway Plan. All Town, Counties and Cities will be notified of this schedule of public hearings in your region. Please utilize your regional Planning Commission as a starting point for your transportation ideas and concerns. For detailed information on the Ten Year Highway Plan visit the Department of Transportation web site: <http://webster.state.nh.us/dot/>.

All citizens and public agencies should contact our NH Congressional Delegation and ask for more support from Washington, DC. New Hampshire ranks near the bottom of the list in monies returned back from the Federal budget.

For every dollar of taxation we send to Washington, we get back ONLY 71 CENTS! Let's send many lists to Senators Gregg, and Sununu, and Congressmen Bass and Bradley and give them a chance to do better!

Please keep in touch with my office. I am at your service.

Sincerely yours,  
Raymond S. Burton  
Executive Councilor

State House - Room 207, Concord, NH 03301 - Telephone 603-271-3632

Email: [rburton@gov.state.nh.us](mailto:rburton@gov.state.nh.us)

Home - 338 River Road - Bath, NH 03740 - 603-747-3662

Email: [ray.burton4@gte.net](mailto:ray.burton4@gte.net)

# UNH COOPERATIVE EXTENSION-GRAFTON COUNTY

## Annual Report

UNH Cooperative Extension provides New Hampshire citizens with research-based education and information enhancing their ability to make informed decisions that strengthen youth, families and communities, sustain natural resources and improve the economy.

Funded through the Federal, State and County Governments, and competitive grants, UNH Cooperative Extension educational programs are designed to respond to the local needs of citizens through direction and support of an elected volunteer advisory council. Each of the state's ten counties supports an Extension office.

**Extension Advisory Council:** Members include: W. Michael Dannehy, Woodsville; Jim Kinder, Haverhill; Alyssa Lucas, Woodsville; Tosona Melanson, Dorchester; Cindy Putnam, Piermont; Debby Robie, Bath; Ilse Scheller, Wentworth; Dave Thompson, Lincoln; Susan Tomasetti, Littleton; and Michael Townsend, Lebanon. The Advisory Council meets every other month.

Education programs and assistance are objective, informal and practical in nature; most are at no direct cost for participants. Clients' needs are met through phone calls, letters and printed materials, hands-on workshops, on-site visits, conferences and web sites. Media outlets help us reach one of every three county residents. Our staff is able to respond quickly with needed information via electronic mail, keep up-to-date on the latest research and information, and work collaboratively with many agencies and organizations.

**Extension Staff:** Tom Buob, Agricultural Resources; Ginny DiFrancesco, Water Quality; Kathleen Jablonski, 4-H Youth Development; Michal Lunak, Dairy Specialist; Deborah Maes, Family & Community Development; Northam Parr, Forest & Wildlife Resources; Robin Peters, Nutrition Connections; and Jacqueline Poulton, LEAP Program. Educators are supported by Donna Mitton, Kristina Vaughan and Sharon Youngman.

**New or enhanced efforts during FY01 (October 2001 through September 2002) include:**

- 'Nutrition Connections' programs enrolled 164 low-income family members in programs to modify diet and food preparation, skills and behavior and improve nutritional health. 'Nutrition Connections' collaborated with and marketed programs through over 60 agencies, health clinics, schools, welfare offices and shelters.
- 4-H Leader Training for volunteers were held in gardening, public speaking, and water resources education. There are 102 active leaders in 4-H, including 16 new volunteers. 470 County youth participated in 4-H activities. There are currently 32 active clubs. Three Grafton Co. 4-H'ers received college scholarships/awards from local funds established for that purpose.
- Food Safety certification programs were held in 8 communities, for food handling staff of nursing homes, schools, hospitals, senior centers and restaurants. About 70 participants passed the National SERVSAFE exam as a result. A Community

Profile was held in Canaan. Land Conservation and Protection Workshops were held in Sugar Hill and Rumney.

- The LEAP Program (Lifeskills for Employment, Achievement and Purpose) successfully 'graduated' eleven participants; seven have obtained full-time employment, three have earned GEDs, two have completed CNA training, and six have enrolled their children in State Licensed Child Care.
- Thirty-eight Farm-Family participants completed Ag-Business courses in North Haverhill, a cooperative program with UVM that improves financial planning, accounting and management. More than 100 producers attended a West Lebanon conference on Dairy Management Practices with a focus on financial management and profitability. Also in West Lebanon, the New England Dairy Feed Conference focused on forage production and management.
- Current Use tax program information and assistance-including revised Forestland Stewardship criteria - was provided to communities, assessing officials and landowners through public meetings and direct consultation, to help keep this open-space incentive strong. Extension referrals to private sector licensed foresters resulted in new management plans on 15,000 acres, erosion control on 10 miles of roads and trails, and improved timber harvesting practices. The 15<sup>th</sup> Annual Grafton County Conservation Field Days at the County Farm taught 150 5<sup>th</sup> graders and their teachers about soils, water, wildlife, farm animals, forestry and gardening, just before black fly season!
- Grant-funded research projects included phosphorous and nitrogen application guidelines and vegetative buffer utility to protect water quality and farm profitability.

UNH Grafton County Cooperative Extension Office Hours are Monday through Friday from 8 AM to 4 PM.

Phone: 603-787-6944 Fax: 603-787-2009 Email: [ce.grafton@unh.edu](mailto:ce.grafton@unh.edu)

Mailing Address: 3785 DCH, Box 8, North Haverhill, NH 03774-4936

*The University of New Hampshire Cooperative Extension is an equal opportunity educator and employer. UNH, U.S. Dept. of Agriculture and New Hampshire counties cooperating.*

Respectfully submitted,  
Northam D. Parr, County Office Administrator



# **GRAFTON COUNTY SENIOR CITIZENS COUNCIL, INC.**

## **Annual Report 2002**

Grafton County Senior Citizens Council, Inc. is a private non-profit organization that provides programs and services to support the health and well being of our older citizens. The Council's programs enable elderly individuals to remain independent in their own homes and communities for as long as possible.

The Council operates eight senior centers in Plymouth, Littleton, Canaan, Lebanon, Bristol, Orford, Haverhill and Lincoln and also sponsors the Retired and Senior Volunteer Program of the Upper Valley and White Mountains (RSVP). Through the centers and RSVP, older adults and their families take part in a range of community-based long-term services including home delivered meals, congregate dining programs, transportation, adult day care, chore/home repair services, recreational and educational programs, and volunteer opportunities.

During 2002, 19 older residents of Lyman were served by one or more of the Council's programs offered through the Littleton Area Senior Center:

- Older adults from Lyman enjoyed 105 balanced meals in the company of friends in the center's dining room.
- They received 764 hot, nourishing meals delivered to their homes by caring volunteers.
- They received assistance with problems, crises or issues of long-term care through 5 visits by a trained social worker.
- Lyman volunteers contributed 168 hours of time, energy and talent.

The cost to provide Council services for Lyman residents in 2002 was \$5,101.00.

Such services can be critical to elderly individuals who want to remain in their own homes and out of institutional care in spite of chronic health problems and increasing physical frailty, saving tax dollars which would otherwise be expended for nursing home care. They also contribute to a higher quality of life for our older friends and neighbors. As our population grows older, supportive services such as those offered by the Council become even more critical.

Grafton County Senior Citizens Council very much appreciates Lyman's support for our programs that enhance the independence and dignity of older citizens and enable them to meet the challenges of aging in the security and comfort of their own communities and homes.

Carol W. Dustin  
Executive Director



## **HOSPICE OF THE LITTLETON AREA**

### **2002 Annual Report**

In this, our 13<sup>th</sup> year of town funding, Hospice of the Littleton Area provided services to a total of 202 patients and families in our service area, which includes the towns of Littleton, Bath, Bethlehem, Carroll (Twin Mountain), Franconia, Sugar Hill, Easton, Lisbon, Lyman, Landaff, Monroe, Woodsville/Haverhill, Woodstock and Lincoln.

Our director, volunteer coordinator and hospice volunteers provided supportive care in patient's homes, at Littleton Regional Hospital, or in nursing homes to 78 individuals and families coping with the advanced and final stages of illness. In addition, our bereavement care program supported a total of 124 clients through mailings, phone contact, one-on-one counseling sessions, and a bi-monthly grief support group. It should be noted that we started a new bi-monthly support group at the Haverhill Senior Center this year.

Hospice of the Littleton Area continues its partnership with two (2) area programs. We provide volunteer and bereavement services to the North Country Home Health Agency's Medicare Hospice Program and we offer supportive care to patients and families in the Hospice Room at Littleton Regional Hospital. In all our efforts this year, the Hospice of the Littleton Area staff and volunteers gave over 4200 hours in services.

Our Volunteer Coordinator conducted an annual six-week, (18-hour) Hospice Volunteer Training Program for individuals interested in becoming volunteers or increasing their knowledge about hospice care. Eight people completed our 2002 Spring Training Program. Since 1983, we have trained 266 people and currently we have 65 active volunteers available to support area residents.

There is *no charge* to patients or families for the services of Hospice of the Littleton Area, which was founded in 1983. This service is made possible through the generous support provided by the towns that we serve. Without the support of town funding we would be unable to continue to provide services to the many patients and families we serve.

Your support of Hospice of the Littleton Area is greatly appreciated as we continue to provide care to residents of area communities.

Respectfully submitted,

Martha A. Hill  
Executive Director

# NORTH COUNTRY HOME HEALTH AGENCY, INC.

## Report of 2002 Services

Home care is critical to serving the growing health care need of this country. It provides care for the sick, disabled, and dying in their own home where they can be provided the highest quality of life, the greatest amount of freedom possible, and the highest degree of human dignity. These people include seniors who need help to stay in their own homes, adults who are caring for aging relatives, young people with chronic illness and people of all ages who are discharged from the hospital following stays that are still becoming shorter and shorter.

North Country Home Health and Hospice Agency staff assist people who are recuperating from surgery, individuals coping with chronic illnesses, and families and community members caring for loved ones and friends. Expensive hospital stays are reduced, moves to nursing homes are eliminated or delayed, and families are supported through the competent and comprehensive care provided by North Country Home Health and Hospice Agency staff.

North Country Home Health and Hospice Agency relies on Town support and individual donations to help underwrite the cost of providing home care services to people with limited or no health benefits. Because of your generosity and support, North Country Health and Hospice continues its 31-year tradition of responding to the home health and hospice needs of North Country residents.

As we struggle to deal with the difficult and time consuming issues facing home care today, the staff of North Country Health and Hospice Agency wants to thank you for your continued support so vital to helping people in your town be assured of continuing quality medical care at home.

### Explanation of Services:

*Skilled Services* – shorter hospital stays and new technology allow many treatments to be done in the home, provided and administered by skilled professionals, such as nurses and therapists.

*Supportive Care Services* – home health aides, homemakers, and companions ensure ill and disabled persons can live in healthy households, have clean clothes, nutritious meals, and help with their activities of daily living.

*Hospice Care* – a holistic, family supportive, medically directed, team-oriented program that seeks to treat and comfort individuals and families coping with terminal illnesses.

Services provided to the Town of Lyman in 2002 include:

Type of Care	# of Visits
Nursing	35
Physical/Occupational/Speech Therapy	71
Medical Social Service	4
Home Health Aide/Homemaker/Companion	<u>67</u>
Total	177

Respectfully submitted,  
Gail Jurasek, Executive Director

## ROSS AMBULANCE SERVICE

To the Town of Lyman Select Board:

Thank you for giving us the opportunity to serve the Town of Lyman in 2002. Ross Ambulance Service responded to 1276 calls for service during the past year. Calls to Lyman represent approximately 1% of the total at 10.

Ross Ambulance Service continued our commitment to the education for future emergency medical technicians (E.M.T.) and paramedics in 2002 by being a "ride" site for E.M.T. classes, the allied health program at Gallen Regional Vocational Center and the New England E.M.S. Institute. Students responded to calls for service with our crews gaining hands on experience in the field of E.M.S. We also had 4 employees attend the New England E.M.S. Institute paramedic program. Paramedic education and training requires one to dedicate well over-1000 hours to classroom and clinical locations. All 4 graduated from the program in December and those who have not already done so will be testing for certification with the National Registry of Emergency Medical Technicians in the coming months.

Ross Ambulance Service also provides CPR training on a continual basis to members of the public. To set up a class for an individual or a group one may call the office at anytime.

In addition to formal training, our crews are frequently asked questions by members of the community. One of the most common is "Are you an E.M.T. or an ambulance driver?" Every crewmember on Ross Ambulance is an E.M.T. In New Hampshire there are 3 levels of E.M.T., basic, intermediate and paramedic. We employ at all three levels. The state requires that every ambulance be staffed by at least 2 E.M.T.'s.

The next most common question is how to become an E.M.T. Area ambulance and rescue squads as well as fire departments and hospitals frequently sponsor basic classes. There are also a few businesses in the state that continually offer classes. Basic training consists of about 120 hours of classroom and 10 hours of clinical time in a hospital emergency department. Some classes will require additional clinical hours or objectives. Classes are usually held weeknights and weekend days. The intermediate level is almost exclusive obtained by E.M.T. basics who have had at least 1 year of experience in the field. Paramedics attend classes for 1 to 2 years and the requirements for admission vary from high school graduate to several years of experience as an intermediate. Information on current classes can be obtained from the NH division of E.M.S. by calling 1-888 U ASK EMS or via their web site at [www.state.nh.us/saftey](http://www.state.nh.us/saftey) and linking to the division of E.M.S. One may also call our office and we will assist in finding a class in this area if there are any currently available. We will also be happy to answer any other questions one may have.

For 2003, Ross Ambulance Service is requesting \$1545.00 to provide ambulance service to Lyman.

Ross Ambulance Service is proud to be the ambulance provider for the Town of Lyman and we look forward to serving the community in 2003.

Respectfully submitted,  
Adam W. Smith, Manager



The following information was submitted to the Lyman Board of Selectmen by elected Lyman Republican Delegate, Sandra Moscicki, to be included in the Annual Report.

This is not an endorsement by the Board and opinions expressed are those of the duly elected Delegate as she shares her thoughts on the Republican State Convention that she attended representing the Republicans in the Town of Lyman.

### **Republican Delegate's Report 2003**

The Republican State Convention was held at St. Anselm's College on September 21, 2002. There were 262 delegates present. It was inspiring to see such a turnout.

Two Resolutions were passed which were, in my opinion, great steps in the "right" direction. The first one, a "Resolution In Support Of President George W. Bush In The War Against Terrorism" expressed sympathy to the innocent families who lost loved ones on September 11, 2001. It said that as "One Nation Under God" we were "united in faith and love for (our) country." This brought tears to my eyes. Our "powerful U.S. military forces" were mentioned and the resolution concluded by stating, "Resolved, That the New Hampshire Republican Party fully supports President George W. Bush in the War Against Terrorism to protect and preserve the spirit of freedom and prosperity in the United States of America and ensure a safer world in which we live." (Please note especially the last eight words!)

The second, a "Resolution on the United Nations and International Law" addressed three very important issues: parental rights (Mom and Dad are no longer in charge!), gun control by treaty (good-by Second Amendment!), and the International Criminal Court (good by sovereignty!). This one concluded with, "Resolved, That this convention urges all Members of Congress to oppose all such efforts to infringe on our rights and obligations as citizens of the United States." When this one passed, the crowd went wild with cheers, myself included.

Also on the Agenda were two amendments worth mentioning. The first one was about not supporting any candidate or nominee of this party who opposes measures to end so-called partial birth abortions. Our Platform currently states that we believe "the unborn child has a fundamental right to life which cannot be infringed upon..." Opposing measures to end this despicable procedure, in effect, allows it to continue. I personally do not wish to support any candidate who is in violation of the Platform right out of the gate, and especially when it comes to murdering babies.

The other amendment dealt with firearms, a subject near-and-dear to my heart. The amendment, if passed, would have added the photographing and fingerprinting of anyone wishing to obtain a permit to carry a firearm. There was no way I could sit this one out. The Chairman allowed me my single minute of time to state why I was adamantly opposed to this violation of my God-given right guaranteed by my Constitution. Needless to say, one minute wasn't even close to being time enough to state my opposition. I was informed politely that my time was up, but that was OK. I was able to make my point. I believe it made a difference when the amendment was soundly rejected. More cheers and carrying on!



The Honorable Bob Dole was the guest speaker and all the New Hampshire candidates were there, full of gusto for the upcoming election. I was especially pleased with the wonderful invocation given by our very own Representative Mike Gilman. As you may know, Mike is President of Alderbrook Gun Club as well as a part-time pastor of the Lyman Bible Church. With God and guns, how can we go wrong? Yes, I am especially pleased with Mr. Gilman indeed.

I'd like to thank all the good people of Lyman who voted for me. The Delegate's position must always be filled in order for Lyman to have a say in the party's platform. Clearly, you know where I stand, and judging by the number of votes I received, we stand together. I am honored to represent such a proud group of American people. May God bless our wonderful free nation.

Respectfully yours,

Sandra Moscicki

# **LYMAN DOG POLICY**

**(Adopted by the Board of Selectpersons 1-11-99)**

As required by RSA 466:1, all dogs are to be licensed by April 30<sup>th</sup> of each year. A current rabies vaccination certificate must be presented at time of licensing. If requesting the reduced fee for a neutered animal, verification of neutering/spaying is required. The month of May is a grace period. However, any owner of a dog not licensed by June 1<sup>st</sup>, under RSA 466:13, is required to pay civil forfeiture to the Town of Lyman within 96 hours of the date and time notice is given. Any person who fails to pay the forfeiture within the allotted amount of time will be issued a summons to District Court. At the time that the forfeiture is paid, the dog owner will also be required to obtain a license for the dog(s). Pursuant to RSA 466:1 and RSA 466:4, a current rabies vaccination, and if requesting the lower neutered license fee, either spaying or neutering certificate is required. Owner is responsible for maintaining these documents in his/her possession. There is a \$1/month late charge after June 1<sup>st</sup> as well as the forfeiture fee. All costs and fees for certified mailing will be paid by the fined dog owner.

RSA 31:II (a)-(g) defines dogs that are a menace, a nuisance or vicious.

Lyman does have a leash law. The Town of Lyman at a "special election" held on November 4, 1980, adopted RSA 466:30-a, "Dog Control Law." "Notwithstanding any other provisions of this chapter, it shall be unlawful for any dog to run at large, except when accompanied by the owner or custodian, and when used for hunting, herding, supervised competition and exhibition or training for such. For the purpose of this section, 'accompanied' means that the owner or custodian must be able to see or hear, or both, or have reasonable knowledge of where the dog is hunting, herding, or training. Nothing herein shall mean that the dog must be within sight at all times. In this section, 'at large' means off the premises of the owner or keeper and not under control of any person by means of personal presence and attention as will reasonably control the conduct of such dog, unless accompanied by the owner or custodian."

All complaints related to animals must be submitted in writing, signed and dated, to the Board of Selectpersons. Upon submission of such complaint, the Board will contact the animal control officer as required.

Lyman Board of Selectpersons

Policy adopted 1-31-99

RSA's are available for reference at the Town office.

**THE FOLLOWING IS A PUBLIC SERVICE ANNOUNCEMENT  
FROM THE STATE OF NEW HAMPSHIRE  
DEPARTMENT OF ENVIRONMENTAL SERVICES**



**PRIVATE WELL USERS!**

Have you had your well tested recently?

Drinking water from private wells in New Hampshire sometimes contains contaminants at levels that can pose health risks. Only a water quality test, by a competent laboratory, can assure that your family is protected.

What types of contaminants might be present in your well?

The following contaminants, some naturally-occurring and others man-made, have been found in private well water in New Hampshire:

**Arsenic**

**Bacteria**

**Fluoride**

**Nitrate**

**Radium**

**Radon**

**Sodium**

**Uranium**

**Volatile Organic Chemicals (VOCs)**



Where can you learn more about this?

For further information, please visit the New Hampshire Department of Environmental Services' website at [www.des.state.nh.us/wseb](http://www.des.state.nh.us/wseb) then select "fact sheets," then 2-1.

## **NEW STATE LAW PROHIBITS RESIDENTIAL TRASH BURNING**

**Effective January 1, 2003**

Concord, NH – As the New Year begins, a new statewide law prohibiting the residential burning of household trash becomes effective. The intent of the law is to reduce public health risks associated with the backyard burning of household trash.

Today's household trash contains inks, dyes, chlorine, plastics, toxic metals and a variety of synthetic materials that can produce toxins when burned. The fire in a backyard burn barrel, on-site incinerator, fireplace or woodstove does not get hot enough to destroy these poisonous substances. As a result, many hazardous pollutants, including dioxin are released in the smoke in a concentrated form close to the ground where they are easily inhaled. According to tests conducted by EPA, a week's worth of trash from a single home burned in an open barrel can emit as much dioxin and other toxic chemicals into the air as a well-controlled municipal incinerator burning trash from thousands of homes!

The ban, effective on January 1<sup>st</sup>, prohibits burning household trash, including packaging materials, coated or laminated papers, rubber, painted or treated wood, coated or treated cardboard, oily rags, and animal, vegetable, and kitchen waste. The ban does not prohibit the outdoor burning of clean wood, leaves and small brush, campfire wood and charcoal, if authorized by the local forest fire warden.

"Recent data gathered by the N.H. Department of Environmental Services shows that there are currently well over 6,000 backyard burn barrels used in New Hampshire. Collectively, burn barrels are the state's 3<sup>rd</sup> largest source of dioxin, one of the most toxic substances known," noted Rick Rumba, DES Air Toxics and Environmental Health Program Manager. "The purpose of this new law is to reduce the risk of cancer, birth defects and other health problems created by dioxin and other toxic substances released during backyard burning."

DES and the N.H. Department of Resources and Economic Development have been conducting an outreach campaign for the past year to inform New Hampshire citizens of the new law. Forest fire wardens and town officials across the state are distributing informational brochures to their residents and displaying posters in highly visible locations including town halls, fire stations and solid waste transfer stations. The brochure, "State Law Prohibits Residential Trash Burning - What Every Homeowner Should Know," is available by calling 800-498-6868 or can be downloaded at [www.des.state.nh.us/ard/noTrashBurning.htm](http://www.des.state.nh.us/ard/noTrashBurning.htm). Information on fire permits, proper solid waste management, and better disposal alternatives such as recycling and composting is also available at the website or by calling the toll free number.

For more information on the new law, contact DES at 800-498-6868 or 603-271-1370.



**BIRTHS REGISTERED  
IN THE TOWN OF LYMAN  
For the Year Ending December 31, 2002**

Date Of Birth	Name Of Child	Name Of Father & Mother's Name
March 27, 2002	Emmilee Mae Golden	Darryl Golden Laura Golden
September 12, 2002	Dean Proctor	Michael Proctor Linda Kraft-Proctor

**MARRIAGES REGISTERED  
IN THE TOWN OF LYMAN  
For the Year Ending December 31, 2002**

Date Of Marriage	Name and Surname Of Groom & Bride	Residence of Each At Time Of Marriage
January 1, 2002	Scott Alan Placey Kristen Leigh Gonyer	Lyman, NH Lyman, NH
August 3, 2002	Brian James Melchin Lyndia Louise Bishop	Lyman, NH Lyman, NH
October 5, 2002	Daniel Colby Casey A. Ainsworth	Lyman, NH Lyman, NH
October 20, 2002	Howard Ripley Vanwinkle Maureen Therese Thompson	Lyman, NH Lyman, NH
November 1, 2002	Movses M. Mulkigian Laura A. Bromley	Lyman, NH Lyman, NH

**DEATHS REGISTERED  
IN THE TOWN OF LYMAN  
For the Year Ending December 31, 2002**

Date Of Death	Name & Surname Of Deceased	Name & Surname Of Father	Maiden Name Of Mother
May 10, 2002	Marie Fengler	Jonathan Fengler	Dawn Marie Fengler
May 10, 2002	Dawn Marie Fengler	Richard Peropat	Barbara Emmons
August 22, 2002	George Eszterás	József Folker	Gizella Csernecski
October 27, 2002	Walter A. Parker	Charles Parker	Carrie Aldrich

## NOTES

# YOUR GOVERNMENT OFFICIALS

## Governor

Craig Benson

State of New Hampshire

Office of the Governor

State House, Room 208-214

Concord, NH 03301-4990

Phone: 603-271-2121 Fax: 603-271-5686

800-852-3456 (within NH only)

E-mail: [Benson@nh.gov](mailto:Benson@nh.gov)

## US Senator

Senator John Sununu

Senate Russell Courtyard

Suite 4

Washington, DC 20510

Phone: 202-224-2841

## US Senator

Senator Judd Gregg

DC Office-393 Russell Senate Office Bldg.

Washington, DC 20510-2904

Phone: 202-224-3324 Fax: 202-224-4952

District Office: 125 North Main Street

Concord, NH 03301-4921

Phone: 603-225-7115

## US House

Congressman Charles Bass

218 Cannon House Office Building

Washington, DC 20515

Phone: 202-225-5206 Fax: 202-225-2946

E-mail: [cbass@mail.house.gov](mailto:cbass@mail.house.gov)

Concord - 142 North Main Street

Concord, NH 03301

Phone: 603-226-0249

Littleton - 76 Main Street, Suite C

Littleton, NH 03561

Phone: 603-444-1271 Fax: 603-444-5343

## State Senator

Senator John T. Gallus

(District 1) 107 North Main Street, Room 302

Concord, NH 03301-4951

Phone: 603-271-2111 Fax: 603-271-3077

## State Representatives

Stephanie Eaton

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Littleton, NH 03561

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E-mail: [stephanie.eaton@leg.state.nh.us](mailto:stephanie.eaton@leg.state.nh.us)

Michael Gilman

135 Rock Strain Drive

Littleton, NH 03561

Phone: 603-444-2482

E-mail: [mgilman@ncia.net](mailto:mgilman@ncia.net)

## Executive Councilor

Raymond Burton - 338 River Road - Bath, NH 03740

Phone: 603-747-3662 State House Phone: 603-271-3632

E-mail: [rburton@gov.state.nh.us](mailto:rburton@gov.state.nh.us) Or: [ray.burton4@gte.net](mailto:ray.burton4@gte.net)



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